

Acton Town Report



1984

Dedication

VOLUNTEERS IN PUBLIC SERVICE

To the dedicated men and women volunteers,
both young and adult,
the tireless, capable, enthusiastic life-blood
of Acton,
who generously contribute their time and talent
year after year
in support of TOWN GOVERNMENT AND ACTIVITIES,
giving ACTON
it's unique, vital, spirited character.

I'm one of Acton, Massachusetts'

V.I.P.S.

Volunteers in Public Service

For Reference

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1984 Annual Reports

Town of
Acton, Massachusetts

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**Two Hundred and Forty-Ninth
Municipal Year**

For the year ending December 31st

National, State, and County Officials

President
RONALD W. REAGAN

Vice-President
GEORGE H.W. BUSH

Senators in Congress

Edward M. Kennedy
John F. Kerry

Representative in Congress
5th Congressional District

Chester G. Atkins

Governor
of the
Commonwealth of Massachusetts

MICHAEL S. DUKAKIS

Lieutenant Governor

Secretary of the Commonwealth

Michael Joseph Connelly

Treasurer and Receiver General

Robert Q. Crane

Auditor of the Commonwealth

John J. Finnegan

Attorney General

Francis X. Bellotti

Councillor, 3rd Councillor District

Herbert L. Connolly

Senator, Middlesex/Worcester District

A. Paul Cellucci

Representatives in General Court
14th Middlesex Representative District

John H. Loring

MIDDLESEX COUNTY

County Commissioners

S. Lester Ralph
Michael E. McLaughlin
Bill Schmidt

Clerk of Superior Courts,
Middlesex County

Edward J. Sullivan

Register of Deeds, Middlesex South District

John F. Zamparelli

County Treasurer

Rocco J. Antonelli

Register of Probate and Insolvency

Paul J. Cavanaugh

District Attorney

L. Scott Harshbarger

County Sheriff

John J. Buckley

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Administration

Board of Selectmen

"The executive powers of the Town shall be vested in the Board of Selectmen, who shall have the powers given to boards of selectmen by general laws or otherwise. The Board shall serve as the chief goal-setting, planning and policy-making agency of the Town and as such shall not normally administer the day-to-day affairs of the Town."* The Board's duties are many, varied, and frequently complex, including guiding the day-to-day decisions of the Town Manager, communicating with county, state and federal government, holding site plan hearings, participating in public events and ceremonies, preparing the budget and warrant for presentation at Town Meeting, to name just a few.

For many reasons, 1984 was a year of transition and change. Nancy Banks, who had served for three years as Acton's third town Manager, chose not to seek re-appointment. She left in May to take a position with the New England Telephone Company. After an extensive search by the Board of Selectmen, Bernard J. Murphy, Jr., the City Manager of Sanibel, Florida, was selected as Town Manager. He reported for duty on October 1st. In the interim, Administrative Assistant Allen Rothermel served admirably as Acting Town Manager.

The year began with a complete reorganization of the Personnel Board; the development of a process for the selection of a new Police Chief to replace Chief Chauncey "Bucky" Fenton, who retired after 32 years of service; the formation of a 250th Celebration Advisory Committee with Ellen Holway as Chairman; and preparing for the Annual Town Meeting. Just prior to the Town Meeting, Selectmen Pamela P. Resor was re-elected for a second term and F. Dore' Hunter was elected, replacing Nancy C. Howe, who chose not to seek a second term. We all appreciated Nancy's many years of government experience which she brought to the Board and we wish her well in the future.

The Annual Town Meeting passed the recommended 16.3 million dollar budget with the usual spirited debate. Some of the highlights of the five nights of meetings were: funding of an animal control program; funding for the purchase or lease of data processing system equipment and computer services for the town; and the defeat of a proposal for development of a recreational outdoor swimming area in North Acton.

At the first meeting after the Annual Town Meeting, the Board of Selectmen reorganized as follows: Donald R. Gilberti, Chairman; Gena Manalan, Vice-Chairman; John E. (Jack) Ormsbee and Pamela P. Resor, members; and F. Dore' Hunter, Clerk.

On May 7th, the newly reorganized Board presided over a Special Town Meeting which adopted a completely re-written Protective Zoning Bylaw. The Town owes a huge "thank you" to the Zoning Re-write Committee made up of Joan Gardner, Sandy Bayne, Irene Heroux, along with staff support from Town Planner, Armand Dufresne for the many hours they spent developing this extremely important document.

During the summer months, the Selectmen, along with other town officials attended many special meetings in Acton and at the offices of the Massachusetts Department of Transportation in Boston relative to temporary resurfacing and eventual replacement of the two railroad bridges on Route 27 in South Acton and immediate safety improvements which might be made along Route 2 in Acton.

George Robinson was appointed Police Chief on August 21. He had been Acting Chief for a year and has been a member of the Acton Police Department since 1968.

The Board met as a full board over 60 times and reviewed and voted on 12 site plans. Among the site plans were many major developments that required much attention due to their potential environmental impact on this community. A great deal of time was spent working with the Acton Water District, the Massachusetts Department of Environmental Quality Engineering and the United States Environmental Protection Agency on the W. R. Grace Plan for Aquifer Restoration in Acton. Steve Anderson of Palmer and Dodge, John Ayres of Goldberg, Zoino and Associates, Inc., the Acton Board of Health and Technical Advisory Committee were of invaluable assistance throughout this process. The Board also began a process for formalizing its policies. Selectman F. Dore' Hunter provided most of the research and policy writing work involved.

Chairman Donald R. Gilberti was appointed by Governor Michael S. Dukakis as a member of the Massachusetts Hazardous Waste Advisory Council.

Jack Ormsbee was designated as the Board's representative on the Middlesex County Advisory Board. He was also involved in working with a special task force set up to improve security at the Northeastern Correctional Center.

Construction was begun on the new transfer station at the Forest Road Sanitary Landfill. This facility will be used in order to transfer trash to the NESWC Regional Refuse Disposal Site in North Andover. Selectman Pamela P. Resor was selected as a member of the NESWC Advisory Board replacing former Town Manager, Nancy Banks.

The Adams/Russell Company completed wiring the residential network and construction of the local access facilities for our new cable television system and has been busy installing the institutional network. This segment of the system should be completed early in 1985.

Progress at long-range planning was made by the Planning Council under the excellent leadership of Anne Lary. A move is now underway by the Board to form a sub-regional Planning Council to deal with those planning issues which can only be solved at a regional level. The Metropolitan Area Planning Council has given the Town invaluable assistance.

The newly established Volunteer Coordinating Committee also began to function at full steam during the year doing much to improve the Town's policies and procedures for citizen participation in town government.

With the new Town Manager reporting for duty on October 1st, the Board began preparing for a second Special Town Meeting held in November. A series of groundwater protection articles and zoning by-law amendments were presented for approval at that meeting.

December is traditionally budget month and the Board began meeting with boards, committees and department heads to discuss budget requests. This year the budget process has proceeded smoothly because of the efforts of Town Manager, Bernard J. Murphy, Jr., Assistant Town Manager, Allen Rothermel, Town Accountant, Roy Wetherby and Vice-Chairman Gena Manalan who was instrumental in developing our Capital Improvement Plan.

In closing, we want to thank the many dedicated members and employees of our Town boards, committees, commissions, and departments for the excellent job which they have done during 1984.

DONALD R. GILBERTI, Chairman
GENA G. MANALAN, V. Chairman
F. Dore' Hunter, Clerk
John E. Ormsbee, Member
Pamela P. Resor, Member

*The Charter, Town of Acton, as adopted May 5, 1982.

Town Manager

1984 was a year of transition in the Office of the Town Manager. Nancy Banks resigned in May and Bernard J. Murphy arrived from Sanibel Island, Florida in October. For the interim period, I assumed the responsibilities of Acting Town Manager. These responsibilities included: On going W. R. Grace related activities including the building of the W. R. Grace underground storage facility, conducting collective bargaining negotiations, revising the budget process and selecting a permanent Police Chief. I would like to take this opportunity to publicly thank the Town staff and citizens, who supported me through this busy time.

Allen E. Rothermel
Assistant Town Manager

Elected Town Officers

<u>MODERATOR</u>		Marlin M. Murdock	1985
		Joseph Mercurio	1988
Donald MacKenzie	1984	James Sargent	1988
<u>SELECTMEN</u>		<u>TRUSTEE OF WEST ACTON FIREMAN'S RELIEF FUND</u>	
Donald Gilberti	1985	James B. Wilson	1985
F. Dore Hunter	1987	Malcolm S. MacGregor	1987
Pamela P. Resor	1987	Frederick A. Harris	1986
Gena Manalan	1986		
John E. Ormsbee	1986	<u>ACTON'S FIREMAN'S RELIEF FUND</u>	
<u>LOCAL AND REGIONAL SCHOOL COMMITTEES</u>		Richard A. Lowden	1985
Jacqueline Watkins	1985	John F. McLaughlin	1987
Sally K. Campbell	1986	Walter W. Sprague	1986
Ellen Holway	1987	<u>TRUSTEES OF CHARLOTTE GOODNOW FUND</u>	
Patrick A. Cataldo	1986	Thelma L. Boatman	1985
Linda B. Graesser	1985	Nancy Anne Gilberti	1987
Robert Evans, Jr.	1987	Virginia Gates	1986
<u>TRUSTEES OF MEMORIAL LIBRARY</u>		<u>TRUSTEES OF ELIZABETH WHITE FUND</u>	
Dennis J. Ahern	1985	Cornelia O. Huber	1986
Helen Murphy	1987	Helen Allen	1985
Joseph D. Grandine II	1986	Eleanor P. Wilson	1987
<u>ACTON HOUSING AUTHORITY</u>		<u>TRUSTEES OF CITIZEN'S LIBRARY ASSOCIATION OF WEST ACTON</u>	
Marianne Maguire	1987*	Dianne Wehr	1985
Leah Nazarian	1987	Jane Gallagher	1987
Barbara Yates	1986	Frances Bissell	1986

Appointments Made by Selectmen

<u>ACTON'S DESIGNEE TO THE MIDDLESEX COUNTY ADVISORY BOARD</u>		<u>ACTON-BOXBOROUGH ARTS COUNCIL</u>	
John E. Ormsbee	1985	JoAnn Bortle	1986
		Jane Gallagher	1986
		Kit Jorrens	1986
		Wanda Null	1986
		Dorothy Richter	1986
		Maurice Sagoff	1986
		Joel Searcy	1986
<u>PLANNING BOARD</u>		<u>PERSONNEL BOARD</u>	
Irene Heroux	1989	Walter E.C. George*	1984
Norman Weare	1985	Walter L. Levensaler*	1984
Pamela Harting-Barratt	1986	Linda Rogers*	1986
Neal Grolnic	1987	Henry M. Young*	1985
Duncan Wood	1988	Louis Beauregard	1987
		Rodney Maxwell	1987
		Rubin Williams	1985
		Barbara Powers	1986
		Louise Weatherbee (associate)	1987
<u>REGISTRAR OF VOTERS</u>			
David E. Driscoll	1985		
Maureen Pasik	1985		
George F. Tuttle	1986		
<u>TOWN MANAGER</u>			
Nancy Banks	1984		
Bernard J. Murphy	1987	*Resigned	

ADVISORY COMMITTEE ON TRANSPORTATION

Frank R. Flood	1985
John S. Hitz	1985
Nancy Kalikow	1985
Donna McCarthy	1985
Jacqueline M. Shahood	1985
Steven R.J. Brueck	1985
Vincent G. Gavin	1985
Cheryl J. Rand	1985
Albert McAdoo	1985
Joseph Tardo	1985

BOARD OF APPEALS

Harold W. Flood	1986
Marilyn Peterson	1986
Kenneth L. Grinnell	1985
John F. Pasieka (associate)	1987
Marion Maxwell (associate)	1986

ARCHIVES COMMITTEE

Lydia R. Lesure	1984
Charles M. MacRae	1985
Raymond Shamel	1985
Lawrence T. Story	1983
Gilbert S. Osborn	1985
Donald O. Nylander	1983

BOARD OF ASSESSORS

Edward H. O'Donoghue, Jr	1987
James J. Kotanchik	1985
Raymond Bintliff	1986

AUDITING MONITORING COMMITTEE

George S. Annis	1984
Cornelius E. Coughlin	1984
Nancy Howe	1984
William Kingman	1984
James J. McPadden	1984

CABLE TV ADVISORY COMMITTEE

John Covert	1985
Jay Howard Frolick	1985
John LeBaron	1985
Ronald H. Rosenthal	1985
Earl Steeves	1985
John L. Steele, Jr.	1985
John Thorp	1985
Ronald Vavruska	1985
Lawrence Weil	1985

HANSCOM FIELD ADVISORY COMMITTEE

Anthony J. Mandile	1985
E.V. Tear (alternate)	1985
Charles Kadison (Alternate)	1985

TOWN CLERK

Lydia R. Lesure	1985
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CONSERVATION COMMISSION

Carol Place	1987
Cynthia E. Torkelsen	1987
Judith A. Clark	1985
Brewster Conant	1985
Michael Graesser	1985
Thomas W. Taylor	1985
Dana Sawyer (resigned)	1986
Kenneth Dow	1986

Associate Members

Rae Kilkenny	1986
George Charter	1987
Robena Reid	1987
Robert Young	1987
David Pherson, Dr.	1985

TOWN COUNSEL

Palmer and Dodge	1985
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HISTORICAL COMMISSION

Anita Dodson	1987
William Klauer	1987
Robert H. Nylander	1985
Betsy Conant	1985
Sonja Bursaw	1986

YOUTH COMMISSION

Sara L. Kamia	1987
Lawrence Duffy	1987
Patti Sanford	1985
Michael Guzzo	1987
Robert Skillen	1985
Vicki Tabor	1985
Peter L. Gauthier	1986
George B. Lucas	1986
Ann F. O'Neill (associate)	1985

TOWN ACCOUNTANT

W. Roy Wetherby	1987
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ASSISTANT TOWN ACCOUNTANT

Mary E. Larson	1987
----------------	------

TREASURER/COLLECTOR

Daniel Brosnan	1985
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Volunteer Coordinating Committee

Marsha Gratz	1985
Vanetta Hunter	1987
Norman Lake	1985
Beatrice Perkins	1987
Nancy Tavernier	1986
Dorothy Karwin	1986
Stanton Collins	1987

PRISON ADVISORY COMMITTEE

Pamela Booma	1985
Ralph Abbott	1985
Gerald E. King	1985

COUNCIL ON AGING

Barbara Willson	1985
Ann Murdock	1985
Sandra Hall	1985
Margaret Rennie	1985
Barbara Smith	1985
Henry Young	1985
Alfred Steinhauer	1985
Evelyn Roesher	1985
Norman MacDonald	1985
Ethel Smith (associate)	1985

BOARD OF HEALTH

Louis Beauregard (resigned)	1984
Charlotte Sagoff	1987
Eleanor Voorhies	1987
Daniel Costello	1985
Sandra S. Nawrocki	1985
Richard Stephens	1985

CEMETERY COMMISSIONERS

Harlan E. Tuttle	1987
Howard Jones	1985
Charles Putnam	1986

METROPOLITAN AREA PLANNING COUNCILREPRESENTATIVE

William C. Sawyer	1985
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ROUTE 2A COMMITTEE

David Deloury	1984
Vincent G. Gavin	1984
Jacqueline M. Shahood	1984
Roy C. Smith	1984
Stephen Steinberg	1984
Lillian Braden	1984

Associate Members

Louis T. Brock	1984
Wilson Bursaw	1984
Richard Gallant	1984
Mona Bornhorst	1984

SOUTH ACTON REVITALIZATION COMMITTEE

Bart Wendell	1985
Richard Leonhardt	1985
Charles Freeman	1985
Ann Simeone	1985
Debra Alesbury	1985
J. Martin Graetz (associate)	1985

RECREATION COMMISSION

Warren Orcutt	1985
Jean Roberts	1985
Vanetta Hunter	1986
Beatrice Perkins	1986
Charles Morehouse	1987
Chuck Stires	1985

Minuteman Home Care

Marianne Maguire	1987
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Planning Council Selection

William Sawyer	1987
E. V. Tear	1985
Ann Lary	1987
Ann Fanton	1985
Matt Mleziva	1986
Joan Meyer	1985
Allen Merrill	1986
Sandra Whaley	1987
Nancy Silva (resigned)	1987

Selectmen Representatives

John E. Ormsbee
Donald Gilberti

Ground Water Protection

Joseph Lauzon	1985
Duncan Wood	1985
Charlotte Sagoff	1985
Pamela P. Resor	1985
Kenneth Dow	1985

TECHNICAL ADVISORY COMMITTEE TO MONITORW. R. GRACE

James O'Bray	1985
John Swallow	1985
Jonathan Spencer Kelly	1985
Joan N. Gardner	1985
Samuel Rice	1985

Staff Members

Dan Monahan
Bernard J. Murphy

Members appointed by Town of Concord

Michael Schnitzer
William Walker

Appointments Made by Moderator

FINANCE COMMITTEE

Royce Ginn	1987
Margaret Korde	1986
Robert Brandon (resigned)	1986
Jon Benson	1985
Gary Wehr	1985
Joan Sackman	1985
Nancy Gerhardt (resigned)	1986
Charles Kadlec	1986
John Murray	1986
Robert Dietrich	1986
Craig Fingerman	1985

MINUTEMAN REGIONAL VOCATIONAL
TECHNICAL SCHOOL DISTRICT COMMITTEE

John W. Putnam	1985
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Appointments Made by Town Manager

ADMINISTRATIVE ASSISTANT

Allen Rothermel 1985

ASSISTANT ASSESSOR

David Bolton 5/31/85

BUILDING COMMISSIONER

Don P. Johnson 1985

LOCAL BUILDING INSPECTOR

Maithias Mulvey 1985

CONSTABLES

David Allen 1985
 Frederick J. Hryniewicz 1985
 Charles A. Morehouse 1985
 Robert S. Rhodes 1985
 Christine M. Joyce 1985
 James Fenton 1985

DEPUTY BUILDING INSPECTOR

David F. Abbt 1985

DEPUTY FOREST WARDEN

Donald F. Copeland 1985
 Clarence G. Frost 1985

DEPUTY INSPECTOR OF GAS PIPING AND GAS APPLIANCES

Warren E. Bemis 1985

DEPUTY INSPECTOR OF WIRES

Donald MacLeod 1985

DIRECTOR OF CIVIL DEFENSE

Donald W. Macaulay 1985

DEPUTY DIRECTOR

Robert Ingram 1985

CIVIL DEFENSE FIRE DEPARTMENT

Advisor

Peter Robinson 1985

Firefighters - Auxiliary

Donald Sandstrom
 John White
 Lt. John Hoenshell
 Peter Morrison
 Mark Flerra
 Jim Davis All 1985

Auxiliary Police Officers

Jack Batchelder	Gorden Cash
John Corrigan	Sgt. David Posmgoa
Todd Fenniman	Seth Campbell
James Penny	William Harrington
Sgt. Jack Howes	Pamela Lynn Derie
Peter Bedford	Keith Batchelder
Kimberly Doughty	James Slattery
Mark Smith	Norman Nicholson

Advisor to Auxiliary Police

Sgt. Robert Rhodes

Explorer Post 7

Bob Campbell	Duncan McIroy
Scott Masson	Richrard Campbell
Lisa Nelson	Meg Stokinger
Ken Morehouse	Canid Shearer
David Dormer	
Donny Cullinane	Wendy Anderson
Cliff Walker	Donald Anderson
Tony Bionda	Kevin Leggat
Mike March	John Landry
Scott Landry	John Hawkes
Richard Hickox	

Adult Leaders

Mark Hickox	Ann Jones
Larry Hill	Connie Sue Ingram
Robert Ingram	William Jones
Norman Lake	Carole Lee Landry

Donald Macaulay	
Eleanor Macaulay	Thomas Wetherbee

DIRECTOR OF PUBLIC HEALTH

Steven Calichman 1985

DOG OFFICER

Leslie Boardman 1985

FENCE VIEWER

David F. Abbt 1985

FIELD DRIVER

William J. Durkin 1985

FIRE CHIEF

Malcolm S. MacGregor 1985

FIREMEN

(standing appointments)

Captain Officer in Charge of Fire Preventions Bureau

Robert C. Craig

Captains

Clarence Frost Donald Copeland
 Bernard Caouette
 Robert C. Craig Edward Be...

Firefighters

Forrest Emerson Bean III David Calkins
 Joseph Conquest Wayne A. Decker
 James S. Kessler William Klauer
 David G. Nichols Carl Robinson
 William H. Soar, Jr. Malcolm Perkins
 Paul Simeone Charles Sweet*
 Bruce L. Vinal Robert Wetherbee
 George B. Williams III James Young
 Peter A. Robinson Brent Wheeler
 Richard O'Leary William M. Priminao
 Brian Richter Robert A. Vanderhoof

Firefighter/EMT

James D. Fenton Daniel Morse
 Russell Salamone Dana C. Flint
 Robert Sabourin Geoffrey Neagle
 Kevin M. Lyons

Fire Department Dispatchers

Keith Robinson Bruce Blanchard
 Mari Ann Blackburn David Harris

Call Firefighters
 (Standing Appointments)

LIEUTENANTS

Richard Gallant Carl Simeone

FIREFIGHTERS

Larry Nichols Mark Deloury
 Gary Finneault William Hartman
 Fisher Hills, Jr. Scott Vanderhoof
 Richard Swenson Keith Robinson
 Mari Ann Blackburn Donald Sandstrom
 David Soar Kendall Hicks
 Robert W. Puffer, III Allen Nelson
 Jeff Hillman Eric Nelson
 Kenneth March Michael Smith
 James Patton Timothy Hopkins
 Krist Nelson John Simeone
 Bruce Stone Bruce Blanchard
 Ricky Robinson John Maccone
 David Harris John White
 James Davis Stephen Carter

FOREST WARDEN

Malcolm S. MacGregor 1985

INSPECTOR OF ANIMALS

Patrick Palmer 1985

INSPECTOR OF GAS PIPING AND GAS APPLIANCES

John Malsbenden

INSPECTOR OF WIRES

Clarence G. Frost 1985

KEEPER OF THE LOCKUP

George Robinson 1985

POLICE DEPARTMENT

(Standing Civil Service Appointment)

Chief

George Robinson

Sergeants

Robert S. Rhodes John T. McNiff
 Robert P. Macleod
 Robert L. Parisi

Patrolmen

Bernard Harrison Stephen McCarthy
 William Hayes Paul McGovern
 Donald Bresnick Paul Cogan
 Brian Goodman Robert L. Cowan
 Lawrence Dupont Bruce Nadeau
 Jeffrey Dudley Frank Widmayer
 Calvin O'Coin* Albert Crowley, Jr.
 Thomas Rogers James J. McPadden
 Ronald Johnson Raymond Grey Jr.
 Jeffrey Dudley Raymond LaRoche
 James Cogan John Flaherty*
 James Goodemote

Dispatchers

John MacLeod Dean Charter
 John McMaster John Dristilaris

Matrons

June Carney 1985
 Christine M. Joyce 1985
 Marcia Charter 1985

WESTFORD Special Police Officers for ActonAll 1985 expirations

Joseph Connell Edward A. Cossette
 Douglas L. Deware David W. Hogg
 John Caron Hervey Cote
 William F Duggan Patrick D. Haran
 James Hayes George E. Higgins
 Michael Jelley Terence J. Kane
 George W. MacGregor, Jr. Paul M. Montminy
 Raymond V. Peachey Timothy L. Pomerleau
 Edward P. Rochon, Jr. Joseph J. Roy
 John Tzikopoulos Robert E. Smith Jr.
 Robert M. Welch, Jr. James Doolin
 Francis H. Chandonait Jr.

PUBLIC WEIGHERS

Bernard W. Harrison 1985
 Robert S. Rhodes 1985
 James A. Barbato 1985
 Robert M. Greenough 1985

RECREATION DIRECTOR

Thomas Haggerty 1985

SEALER OF WEIGHTS AND MEASURE

Mark Fitzpatrick
1985

SUPERINTENDENT OF CEMETERIES

T. F. Stewart Kennedy 1985
SUPERINTENDENT OF STREETS

Allen Nelson 1985

TOWN ENGINEER

Ralph W. Herrick, Jr. 1985

VETERANS' AGENT &
DIRECTOR OF VETERANS' SERVICES

Malcolm MacGregor 1985

VETERANS' BURIAL AGENT

T. F. Stewart Kennedy 1985

VETERANS' GRAVES OFFICER

T. F. Stewart Kennedy 1985

* Resigned
** Deceased

COMPUTER ADVISORY COMMITTEE

Joseph Bayne
Richard Meyer
Keith Gregory
R. L. Pitcher 1985

AUDITING MONITORING COMMITTEE
ONE YEAR APPOINTMENT

Annis, George S.
McPadden, James J.
Coughlin, Cornelius E.
Kingman, William
Hunter, Dore'

INVESTMENT ADVISORY COMMITTEE
ONE YEAR APPOINTMENT

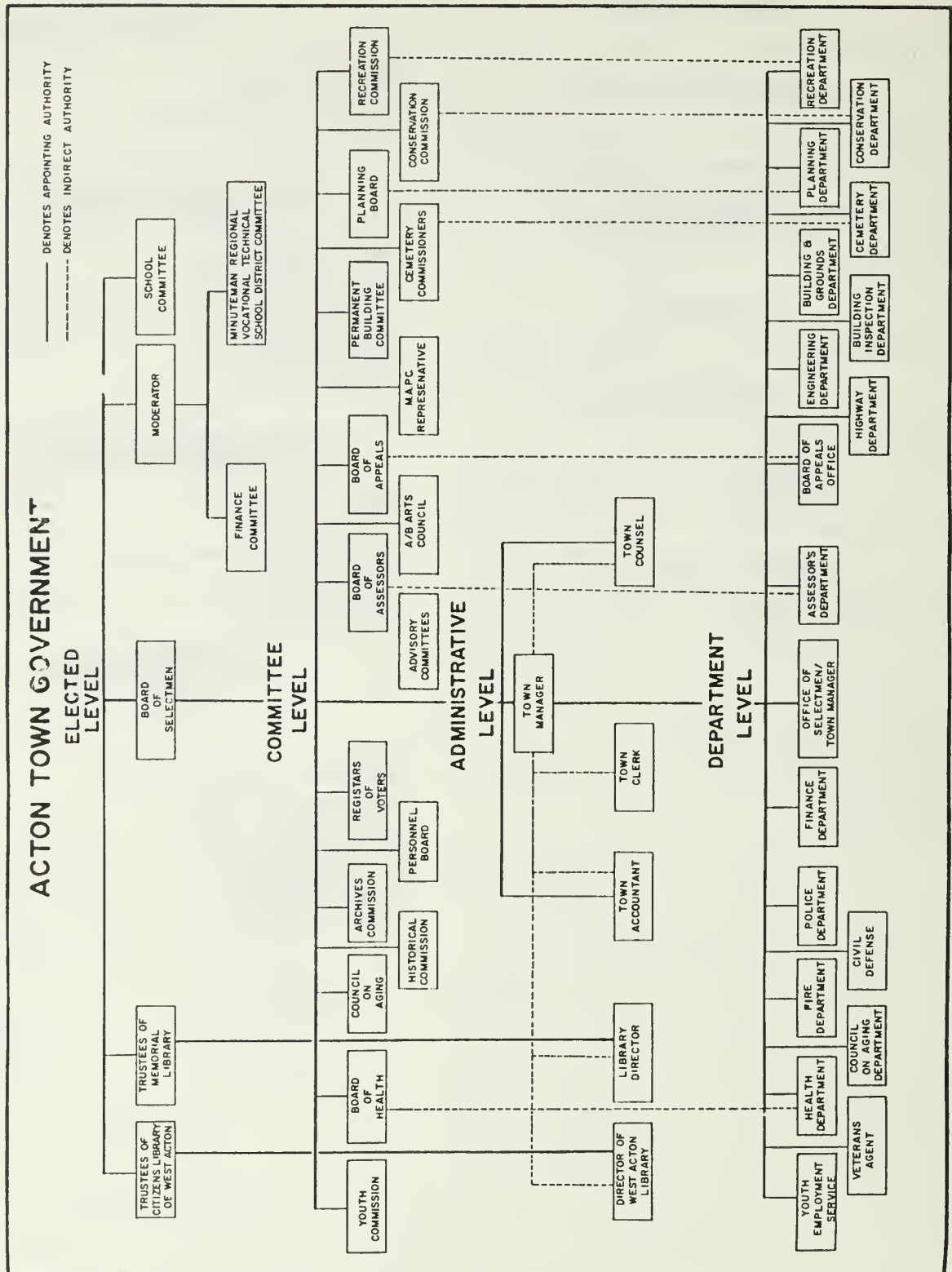
Conant, Brewster
Evans, Jr., Howell T.
Freese, David
Greenbaum, James
Putnam, Charles
Maxwell, Rodney
Gulliver, Allen
Jacobson, Barry

PUBLIC CEREMONIES & CELEBRATIONS
THREE YEAR APPOINTMENT

Miller, Richmond
Donaldson, David H.
Ingram, Robert W.
Bursaw, Wilson
Maxwell, Rodney
Kalikow, Nancy
Christmas, Susan

TOWN REPORT COMMITTEE
ONE YEAR APPOINTMENT

Mittelholzer, Sharon
Ahern, Dennis
Bailey, Ruth
Hadley, Mary, Chairman
Richter, Margaret
Meade, Priscilla
Williams, Dorothy
Graetz, J. Martin



Town Services

Highway Department

The Highway Department finished the sidewalk in Acton Center from Concord Road to Nagog Hill Road. This included placing concrete sidewalk, installing granite slope curbing, and reloaming adjacent lawns.

The sidewalk between Main Street and Route 2 was completed. This section was graded, retaining walls installed, and gravel added. A hot topped walk was then installed, backfilled, loamed, and then seeded.

The new MBTA commuter parking lot was also completed with loaming, seeding, and the planting of trees.

Thanks to the Water District, while installing a new water main from Wampus Avenue to the railroad crossing on North Main Street, approximately 600 feet of old cable guard rail was replaced with steel beam rail. Guard rail was replaced on Wetherbee Street due to an automobile accident at the bridge. Other small sections were repaired.

During the winter construction signs and barricades were made in preparation for the construction season.

There was a lot of tree removal as a result of the March snow storm. Brush was brought into the landfill area until July, and then all was hauled to the Honey Pot and covered.

Construction of the Transfer Station is now underway. The Department cleared the land, installed drainage, and a large holding tank. When Spring arrives, more drainage will be installed, grading will be done around the building, and a roadway will be made.

All roadways were swept, and all sections in need of roadside mowing were mowed. Patching was carried out throughout the year.

The Highway Department construction job this year was the lowering of High Street at the intersection of Parker Street for better sight distance. Four large trees removed and the gas line had to be covered with large steel plates. All of Mr. Davis' front yard was lowered for better sight distance. Then, all was reloamed, seeded, and the parking lot was moved back. The roadway was regaveled, and a hot top binder was installed. Granite slope curbing was installed along the roadway, and the parking lot got old granite edging. The curbing was backfilled, and the top 1 1/2

inches of bituminous concrete was installed. The whole area was loamed and seeded along with some wood chips.

In the late fall the Department started building an ice skating pond at the rear of the South Acton Fire Station. This is done in connection with the Recreation Department. About one acre has been cleared of all the trees, and the Department has started to haul all the material out. This will be a winter job, and hopefully, it will be ready for next winter.

ROADS

This year all the drainage structures were raised to meet the new road grades and about 7,100 tons of hot top was laid on the following streets:

Adams St.	2,200 feet
Arlington St.	1,000 feet
Birch Ridge Rd.	1,000 feet
Evergreen Rd.	1,900 feet
Heritage Rd.	2,900 feet
Lothrop Rd.	1,000 feet
Main St.	1,000 feet
Oneida Rd.	2,700 feet
Orchard Dr.	1,635 feet
Simon Willard Rd.	900 feet
Summer St.	4,900 feet
Willow St.	3,200 feet

The following streets were stone sealed; a process consisting of removing all protruding stones that come to the surface. All large cracks are filled with a crack sealer, and then a leveling course is applied where needed. About 16,000 gallons of asphalt and 520 tons of red stone were used on these streets.

Bullette Rd.	1,200 feet
Esterbrook Rd.	3,900 feet
Forest Rd.	2,500 feet
Liberty St.	2,900 feet
Littlefield Rd.	800 feet
Martin St.	3,000 feet
Prospect St.	1,900 feet
River St.	2,500 feet
Robbins St.	2,700 feet
Stow St.	4,700 feet

LANDFILL

The landfill area is rapidly filling up under the guidance of Frank Towne. The Transfer Station is well on its way, and the landfill will be closing come next fall.

DRAINAGE

During the year all catch basins were cleaned on all town ways.

There were a dozen or so basins that had to be repaired. Subdrains were installed on Ethan Allen Drive and Lothrop Road, and a few more feet of drain will be added to Lothrop Road come spring. On Newtown Road in the vicinity of Patriots Road 140 feet of six inch pipe was installed along with two catch basins. We replaced 140 feet of 12 inch pipe with 21 inch pipe on Spencer Road at Lothrop Road. Hopefully, this will eliminate the flooding of the area. One catch basin was installed on Summer Street between Central and Willow Street. Our big drain project was replacing the old 12 inch trunk line with a 24 inch main line from the Old Depot to the River Street outlet and connecting in the small stream under School Street, a distance of 600 feet.

HONEY POT

This year the pots were all cleaned as needed (great job). There were four drain gates installed between the draining bed and the settling lagoons. These were installed to give greater settling time in the lagoons. These areas will be loamed and seeded come spring. Guy Malson keeps the area at its best.

A considerable amount of loam was made from the remains of the septage mixed with subsoil, street sweepings, and catch basin cleanings.

SNOW

Snow fence was installed at the intersection of Main Street at Hayward Road to protect the shrubbery and at the intersection of Route 2 and Wetherbee Street. Twenty-five sand barrels were placed at trouble spots. The first sanding of the season came on December 4, 1983. There were a total of 31 sandings, six of which were ice storms.

There were seven plowable storms, starting December 4th with a five inch storm. The last storm came on March 16th and left 16 inches of very heavy snow. This storm required a lot of tree removal from the roadway. Snow equipment was repaired and painted during the season as needed.

Salt and sand were made available to all townspeople at the salt shed at the rear of the Highway Building on Forest Road.

EQUIPMENT

The John Deere Backhoe, Model 710, purchased this fall it has a greater reach and lifting capacity, and it sure is a good one. A new Craig snow plow was purchased. Two new chain saws and a brake drum turning machine were purchased for the garage and are much appreciated. Thanks.

This is my last town report. I will be retiring April 1, 1985 with 25 years as Highway Superintendent. I thank all the Departments for helping me make the year go by with great success. Special thanks go to Elaine Ciccone, my secretary, for her great help. She is the backbone of the Department--every phone call, gripe or complaint, bills, reports--she smiles through it all. Thanks, Elaine.

I thank each and everyone of my men for their cooperation without which I could not have done what I have. Thanks!

I wish the best of luck to Bernard Murphy, our new Town Manager.

To the new Superintendent I hope all Department heads will help him as they helped me while I was learning. Best of luck.

Allen Nelson
Highway Superintendent

Town Engineer

The Engineering Department's function is to provide the Town boards, committees and departments with Civil Engineering and Land Surveying expertise; to design, obtain approvals for, and supervise the construction of public works projects; to monitor the sanitary landfill and septage disposal area; to evaluate the engineering aspects of reports and plans for Town boards and commissions; to inspect subdivision construction within the Town to insure conformance with plans and specifications; and to maintain and update Town maps, atlases, and associated files.

The Engineering Department staff consists of Ralph W. Herrick, Jr. P.E. & R.L.S., Town Engineer; David Abbt R.L.S., Assistant Town Engineer; Eric K. Durling P.E., Assistant Town Engineer; Douglas K. Halley, Senior Civil Engineer; and Elaine Ciccone, Secretary; Dennis P. Ring, our part time Engineering aide, worked part of the summer after graduating from college, then accepted a full time position with a private engineering firm on Cape Cod.

Several solid waste related projects were initiated and continue today. The transfer station building was put out to bid and awarded to New England Construction and Management, Inc. of Brighton. Through the better part of the year we acted as the resident engineers on the job to insure the building is constructed according to specification and plans. This continues today. We also provided layout and construction supervision for some of the site work for this facility which is being constructed by the Highway Department.

We designed and prepared plans for a extension to the Forest Road Sanitary Landfill which will give the Town a place to dispose of its solid waste until the startup of the NESWC facility in North Andover (Sept 1985). These plans were submitted to DEQE and approved in May.

A condition of the landfill extension was that the Town had to install a groundwater monitoring system around the Forest Road Sanitary Landfill and begin a long term monitoring program. Accordingly we prepared a request for proposals from qualified geohydrologists, received and evaluated these proposals and with the Groundwater Protection Coordination Committee (GPCC) selected Richard M. Cadogan, Consulting Geohydrologist of Acton to help us develop and implement the program. Subsequent to this, a contract with Mr. Cadogan was negotiated and executed; the scope and nature of the monitoring program was determined jointly by Mr. Cadogan, the GPCC and this Department; and we are presently preparing a submittal of the program to DEQE for approval.

In our last report we mentioned our staff support to the GPCC for the Wastewater Management Study. This year we monitored the work done by SEA Consultants Inc. of Boston and basically administered the contract for this project. The work on this project is approximately 84% complete and all that remains is to complete the writing of the report and have a public meeting to explain the project and receive comments. The selected alternative, as of this writing, is a combined sewerage/septage treatment plant to be located on Town owned land adjacent to the Assabet River in South Acton. This plant will treat sewerage from approximately 160 structures in the older South Acton Center area and all the septage presently being treated at the Septage Disposal Area in North Acton.

The Department provides field survey and engineering design work for projects constructed by the Highway Department. Projects during 1984 included sidewalk reconstruction in Acton Center, replacement of the storm drainage system on School Street at River Street, a similar upgrading of the drainage system on Spencer Road, an addition to the drainage system on Newtown Road, and reconstruction of the intersection of High Street and Parker Street.

Repair and replacement of substandard bridges on Town ways is a continuing concern to the Town. Currently design work is underway for the reconstruction of the Stow Street bridge over Fort Pond Brook and the replacement of the Wetherbee Street bridge over Nashoba Brook. On both of these projects the Town will seek State funding assistance.

Other projects currently in the design phase and which will be scheduled for construction in the future are the traffic lights for West Acton Center and sidewalks on portions of Central Street and Concord Road. The West Acton traffic light is ready to move to the construction design phase and the sidewalks should be built next year, as plans are completed and ready for review by the Transportation Advisory Committee.

We completed several projects for the Recreation Commission, the major one being the design of a small skating pond at the Great Hill Recreation area. We also staked out the practice soccer field on Concord Road and started work on a plan of improvements to the baseball diamond at Jones Field.

Subdivisions are reviewed and inspected by the Engineering Department from initial submission to completion of the roads. When the plan is submitted, a comprehensive engineering evaluation of all aspects of a proposed subdivision is made, based upon current Planning Board Rules and Regulations. Strawberry Hill Farms, Candlewood, Colonial Acres III, Ridgewood Estates IV and Piper Road Technology Center were reviewed in this manner. This Department also inspected the following subdivision roads under construction: Larch Road, Willis Holden Drive, Tenny Circle, Lady Slipper Lane and Technology Drive. Bond estimates were also prepared as requested by the Planning Board to cover the cost of uncompleted work on subdivision roads prior to the lots being released for building.

We assisted the Police Department with developing plans for the new radio tower on Flagg Hill.

Additional grave lots were staked out in Woodlawn Cemetery as well as a new stone wall location along Concord Road.

The Engineering Department handles the daily routine tasks of inspecting street cuts related to the installation of utilities and driveways, responding to requests concerning drainage problems, reviewing site plans, preparing street acceptance documents, updating the Town Atlas, Flood Plain Maps, Zoning Maps and other Town Maps, providing the general public with information, and assisting the various Town boards and agencies.

We appreciate the cooperation received from the other Town Departments, Boards and Committees, and look forward to further productive efforts in the coming year.

Ralph W. Herrick, Jr.
Town Engineer

Planning Board

The Planning Board performs many essential functions for town government. It is responsible for planning for the uses to which our land will be put, for reviewing development plans submitted to various town boards for permits, for reviewing and acting upon subdivision plans and certain special permits. In periods when building activity is heavy the Board spends a majority of its time reviewing plans for subdivisions, cluster type developments, site plans for action by the Selectmen and various permit applications submitted for action to the Board of Appeals. The Planning Board is also required by law to hold public hearings on any proposed changes to the zoning bylaw before the town meeting acts on those changes.

During the period from January 1, 1984 to December 31, 1984 the Planning Board acted on the following permit applications:

- Preliminary Subdivision plans (3)
- Definitive Subdivision plans (4)
- Cluster Development Special Permits (1)
- Hammerhead Lot Special Permits (0)
- Other Special Permits (1)
- Subdivision Approval Not Required (45).

From January 1, 1984 to December 31, 1984 the Planning Board reviewed the following permit applications for the Board of Selectmen and for the Board of Appeals under the Zoning Bylaw:

- Site Plan Special Permits for the Board of Selectmen (11)
- Variances for Board of Appeals (16)
- Various Special Permits for Board of Appeals (9)
- Flood Plain Special Permits for Board of Appeals (5).

On May 7, 1984 the Town Meeting voted to adopt a rewritten Zoning Bylaw considered an essential step in Acton's comprehensive water protection plan. This bylaw had been in the preparation stages for over two years. The bylaw was rewritten by a subcommittee of the Planning Board called the Zoning Advisory Committee, organized in 1982 and consisting of Sandy Bayne, Joan Gardner and Irene Heroux. The Planning Board commends Sandy, Joan and Irene for their dedication to the complicated task of rewriting a 68 page legal document. The subcommittee, along with Armand Dufresne Town Planner, met an average of two or three evenings per week over a two year period to rewrite the bylaw. This bylaw has been in effect and operational for over six months and to date it is evident that the work of the Zoning Advisory Committee was worthwhile and will prove itself to be a great benefit to the town.

On November 27, 1984 at a Special Town Meeting several zoning articles were proposed by the Planning Board. Some of these articles were fine tuning adjustments to the new bylaw that was adopted in May of 1984. The remainder of the articles were proposals to adopt an Aquifer Protection District Map and associated zoning regulations, and several zoning district changes throughout the town. Both the Aquifer Protection District and the associated map changes were the result of several years of study and work by town committees, town staff and consultants. Duncan Wood spearheaded the writing of the aquifer protection regulations and worked many hours to coordinate the Board's efforts with the Groundwater Protection Coordination Committee and the Acton Water District. The Board presented these water protection measures as another step in the town's overall comprehensive water protection plan. The combination of the new zoning bylaw with the water protection measures represent a significant beginning to the process of tailoring our development regulations to our environmental needs.

The Planning Board continually reviews the zoning bylaw and other development regulations to be sure that these regulations are keeping pace with development. Because several regulations have not been changed for many years (the Earth Removal Bylaw, Subdivision Rules and Regulations, etc.) the Board has made it a priority to review and revise these regulations as time permits.

The Planning Board thanks the Acton Water District and all town boards and committees for their cooperation and help during 1984. The Board also would like to recognize the valuable assistance it has received from the town's professional and clerical staff, specifically: David Abbt, Ralph Herrick, Eric Durling and Douglas Halley of the Engineering Department; Don Johnson, Building Commissioner; Steve Calichman, Director of Public Health; Lynn Abbott, Conservation Assistant; Maggie Walsh, Planning Board secretary and Armand Dufresne, Town Planner. The Board also extends its appreciation to Peggy Snook who has been a patient and conscientious observer of the Board's activities during the past year for the League of Women Voters.

The Planning Board and its staff always welcomes comments and suggestions and encourages citizen involvement and participation in the issues facing the Board. The Board meets every second and fourth Monday evening at 8:00 p.m. at the Department of Public Works (DPW) Building on Forest Road. The Board may be contacted during normal business hours at 263-8200, ext. 2062.

- Duncan Wood, Chairman
- Neal Grolnic, Vice Chairman
- Irene Heroux, Clerk
- Norman Weare, Member
- Pamela Harting-Barrat, Member



South Acton Revitalization Committee

The South Acton Revitalization Committee was appointed by the Board of Selectmen in 1983 to assist the Town in implementing the recommendations of a study of South Acton Village by the Metropolitan Area Planning Council. The goals of the committee are to promote renewal of existing structures for business and residential use, preserve the historic character of the village center, improve vehicular and pedestrian circulation and promote visual improvement thru repainting, landscaping, repairing, new signs and other amenities.

In 1984 the committee's efforts focused on the following areas:

SCHOOL STREET INTERSECTION - Spring Town Meeting approved funding for reconstruction of the School and Main Street intersection.

RAILROAD BRIDGE - Severe deterioration of the bridge deck surface in the Spring of 1984 focused attention on the need for a long-term solution to the continuing problems of the Main Street bridge. An inspection of the bridge by the Massachusetts DPW led to a lowering of vehicle weight limits and detouring of heavy truck traffic. The present state-sponsored plan to repair the bridge decking is viewed by the committee as an overly expensive short-term solution. We are continuing to work for a suitable long-term solution.

WASTEWATER DISPOSAL STUDY - In 1984 the Town contracted for a septage disposal study. The study has included a detailed analysis of South Acton's particular septage disposal problems. Preliminary recommendations are that a small wastewater treatment facility be constructed in South Acton to serve existing structures in the local area.

STATE AND FEDERAL FUNDING - We continue to assist property owners interested in rehabilitation by providing information on State and Federal financial assistance programs.

PROJECT REVIEW - The committee provided a forum for citizens to review proposals for development in South Acton, including a major cluster housing development for the elderly proposed to be located off High Street.

We would like to thank Prudence Spencer for her service to the committee in the past year and welcome Richard Leonhardt as a new member. In 1985 we will continue to work for the betterment of South Acton Village. The committee welcomes and encourages the continued support and input of Acton citizens.

Bart Wendell, PhD, Chairman
Debra Alesbury
Charles Freeman
Dick Leonhardt
Ann Simeone

Building Department

The Building Department issued over 475 building permits in 1984. This represents a 38% increase over the average number of permits (344) issued in each of the previous two years. In fact it is the largest number of permits in the history of the Town with the exception of 1979 when over 500 permits were issued. (1979 was the first major year for woodstove permits and 221 of the permits issued that year were for woodstoves. This compares with 75-100 woodstove permits issued in a normal year.)

Single family housing starts have rebounded in recent years and more than 70 starts were approved in 1984. This is the largest number in the last decade. On the other side, commercial construction continues to grow, with approximately 25 projects this year.

The total value of new construction for calendar 1984 exceeded \$12,000,000. This represents a significant increase over the last three to four years and is 57% above the average of 1982 and 1983.

Town Meeting adopted a totally rewritten zoning bylaw in the Spring of 1984. I anticipate extensive consultation with Town Counsel in the interpretation of this bylaw over the next three to four years along with numerous "shake down" amendments by the Planning Board over the same period.

The Town's concern for water quality and groundwater protection has manifested itself in a number of ways and impacts the Building Department at this time through the site plan process and the recently adopted aquifer protection section of our zoning bylaw. This is quite obviously an early phase of such protection standards and appears to be only the tip of the iceberg in terms of additional enforcement requirements that are on the horizon.

Respectfully Submitted;

Don P. Johnson
Building Commissioner

Housing Authority

The Acton Housing Authority has received a "Commendable" rating from the Executive Office of Communities and Development for its management systems and overall performance in providing safe, decent and affordable housing for Acton's low income families and elderly/handicapped.

Funds for 16 new rental subsidy units were awarded to Acton under the Massachusetts Chapter 707 Rental Assistance Program, making a total of 34 such units administered by the Authority, at a total subsidy of \$77,496 annually. The Authority received additional Section 8 units bringing the Federal Rental Assistance Program to a total of 65 with an estimated annual federal contribution of \$257,972. These programs along with 68 units of elderly/handicapped on Windsor Avenue, the nine condominium units and ten Section 8 Mobile Certificate units total 186 subsidized units administered by the Acton Housing Authority.

The Board of Appeals granted a Comprehensive Permit for an additional 23 units of elderly and 12 units of family housing to be constructed on Great Road. The cooperation of the Town Manager, Selectmen, the many Town Boards and agencies has been greatly appreciated. The Board Members benefited from the advice and support of the Citizens Advisory Committee on Housing.

The effectiveness of these programs is due to the dedicated staff: Anne Puzella, Assistant to the Executive Director; Ann Hosmer, Clerk; and Charles Landry, Maintenance.

Naomi E. McManus
Executive Director

Investment Advisory

The Investment Advisory Committee of Acton is a volunteer group which was formed several years ago to offer professional advice to Town Officials. The objective was to allow a greater percentage return on Trusted Funds over time. Available investment avenues were investigated and it was decided that the funds would be invested in money market instruments, U.S. Government obligations, and common stock when warranted. The plan set in motion was one to maximize total return with minimal risk, take profit when available, allow obligations to mature to face value, and expand the capital base for future needs of the town.

The program enacted several years ago is a very successful example of what can be accomplished with Acton's wealth of professional knowledge available. The funds continue to be invested with fiscal needs in mind. With a graduated scale of U.S. Government maturities over the next several years, the plan is prepared for future interest rate fluctuations. The original capital invested was approximately \$750,000. That amount has since grown to approximately \$1,500,000.

James L Greenbaum, member

Board of Appeals

Thirty-four (34) hearings were scheduled in 1984. This is six (6) more than in 1983. Eighty percent of the petitions heard by the Board were approved.

<u>Petitions</u>	<u>Granted</u>	<u>Denied</u>	<u>Withdrawn</u>	<u>Pending</u>	<u>Total</u>
Review	0	1	0	0	1
Special Permit	6	1	2	0	9
Flood Plain	5	1	0	0	6
Variance	13	3	1	0	17
Earth Removal	0	0	0	0	0
Comprehensive Permit	1	0	0	0	1
TOTALS	25	6	3	0	34

H. W. Flood, Chairman David Freese, Associate
Kenneth Grinnell, Clerk Marion Maxwell, Associate
Marilyn Peterson, Member John Pasieka, Associate

Council on Aging

The Council (COA) provides direct services, education, programming and counseling to older citizens. Primary responsibility for activities is assumed by Coordinator Carol Lake, a Town employee, supported by the Council Board who meet monthly in the COA office/resource center in the Acton Congregational Church.

Direct services include a home-delivered meal program, filing for federal/state fuel assistance, intervention and advocacy for individuals involved with agencies, completion of forms, a friendly visitor program, monitoring of door-to-door van transportation, and distribution of federal surplus food. Those seeking contact with our older population call the COA office as a focal point.

The Senior Citizen Newsletter has information on legislation, local activities, and services and is mailed nine times a year to those over sixty. Information and referral is the first function of the COA office. Counseling is provided for both senior citizens and adult children. Programming at the West Acton Baptist Church Senior Center includes weekly line dancing, crafts, watercolors, exercise and handcraft classes. Monthly health clinics are scheduled for and conducted by professionals. Drop-in afternoons are held twice weekly.

The COA receives support from many groups within the community. Hosts for group social events were: the Acton Rotary Club, Theatre III, Friends of the Acton COA, Inc., the confirmation classes of St. Elizabeth's Church, and the Sounds of Concord. Direct services come from Explorer Post 7, FISH, Acton Housing Authority, Lions Club, and Girl Scouts. The Coordinator interacts with area agencies dealing with elderly clientele such as Minuteman Home Care Corp., Acton Public Health Nursing Service and Emerson Hospital Social Service Department.

The Council sees the interests and needs of the older population and their families broaden as their actual number increases. Expansion of programming has been possible by supplemental funding from the Friends, Inc. and volunteer hours. If you would like to give assistance, please call the COA office at 263-8200 extension 1068

Ann Murdock, Chairman
Norman MacDonald,
Vice-Chairman
Barbara Smith, Secretary
Margaret Rennie, Treasurer
Sandra Hall
Constance McNulty
Alfred Steinhauer
Barbara Wilson
Henry Young
Evelyn Roesler, Associate
Ethel Smith, Associate

Minuteman Home Care Corp.

The Town of Acton is one of sixteen (16) communities in this region which receives social services from the Minuteman Home Care Corporation (MHCC). Since 1976, Acton has paid an annual "local share" entitling it to be represented on the policy-setting MHCC Board of Members. During 1984, the amount of the local share was \$858, reflecting the total older population of 1278 residents age 60 and over, as determined by the 1980 Federal census. It is the current policy of MHCC to add yearly increments to the local share in accordance with the annual rate of inflation.

The total value of combined services for Acton from MHCC is \$44,553 for fiscal year July 1, 1983 - June 30, 1984. These services include case management, homemaking, day care, transportation, nutrition programs and information and referral. Services under the State Home Care Program total \$18,921; Title IIIb, Community Programs \$413; Title IIIc, Nutrition \$22,442.

Acton is eligible to be represented on the MHCC Board by one Member and one Alternate Member, determined by the size of the town's elder population. Alternate Member Marianne

Maguire became Member in September 1984. The Alternate Member position remains unfilled December 31, 1984. The Council on Aging recommends candidates for Board of Members to the Town, who recommends to MHCC.

Acton's representatives on the MHCC Board provide an important communication link between the local Council on Aging and MHCC, so that the Town and agency are well-informed on topics of mutual concern.

The MHCC office is located at 83 Hartwell Avenue, Lexington. For further information, write or call 263-8720.

Marianne Maguire,
Acton Member

MINUTEMAN HOME CARE CORPORATION Officers:

President	Beverly Eckhardt, Lincoln
Vice President	Malcolm Thompson, Concord
Treasurer	Neville Upson, Littleton
Asst. Treasurer	Stuart Fearon, Bedford
Clerk	Russell Albee, Maynard

Volunteer Coordinating Committee

This committee was very active in overseeing the recruitment, selection and management of volunteers to serve on committees, commissions, and boards. In 17 meetings, the V.C.C. interviewed 45 citizens, recommending 38 of them for appointment as members or associate members of over 17 boards and committees. The balance will be kept in the committee's active file.

When we receive an interest sheet, we acknowledge it; advise and interview candidates for vacancies; make recommendations to Board of Selectmen, Moderator or Town Manager; and inform the committee chairman and candidate after appointment is approved.

Board openings were publicized in the local newspapers by Marsha Gratz, who also helped produce a brochure and interest sheet available at the Library, Town Hall, and Town Meeting. Dorothy Karwin and Gary Chicoine conducted the interviews; Vanetta Hunter and Nancy Tavernier performed the clerical duties; and Norman Lake recorded resignations and provided Certificates of Appreciation. The 27

retiring volunteers were recognized by the Moderator at the Annual Town Meeting. Bea Perkins developed a packet of materials to assist chairmen in the organization of their committees. The packet includes: Minutes form, Posting form, Roberts Rules of Order, Town Charter, and Volunteer Handbook. The packets were sent to 40 committee chairmen.

Over 93 people were called by the committee to request that they be sworn in before legally serving on a committee. We wish to thank Ann Simeone and Christine Joyce for their assistance in keeping committee lists up-to-date. Thanks also to Gary Chicoine, who resigned in June, for his time and effort. His position was filled by Stanton Collins, former Selectman.

Bea Perkins, Chairman
Stanton Collins, Vice.Chrm.
Nancy Tavernier, Secr'y
Marsha Gratz
Vanetta Hunter
Dorothy Karwin
Norman Lake

Cemetery Commission

The Cemetery Department operates and cares for the three Town-owned cemeteries: Woodlawn-1738, Forest-1750 and Mount Hope-1848. We maintain equipment, grounds and buildings on a year-round basis, assist in lot selections and interments, help visitors locate gravesites, and answer questions about regulations. We also care for the Memorial Chapel in Woodlawn Cemetery.

The Woodlawn Chapel

The Chapel was used 21 times this year.
The rear landscaping has been completed.

The Cemeteries

Both Woodlawn and Mount Hope Cemeteries were sprayed for weeds, fertilized, and limed. Two hundred and fifty monuments and markers were high-pressure washed.

At Mount Hope the lower gates have been removed. In 1985, the entrance will be relocated to provide better visibility for cars exiting. Shrub planting continued on section 8, and the chapel has been primed and painted after removal of the extensive bee population in partitions.

As a result of damage caused by the March 84 snowstorm, we had to remove four large

spruce trees at Mount Hope Cemetery and one at Woodlawn. There was also considerable major tree damage requiring pruning and necessitating many hours of debris clean-up.

The Cemetery Department

The Superintendent continues to serve as a Director of both the N.E. Cem. Assoc. and the Mass. Cem. Assoc. He and the foreman attend the M.C.A. meetings.

In 1984, we collected the sum of \$40,810.30, which was paid to the Town Treasurer in the following manner:

General Fund	- \$16,955.30
Cemetery Land Fund	- 3,960.00
Perpetual Care Fund	- 19,895.00

The Commissioners and Superintendent thank the Department employees for a job well done, and the Engineering, Highway, and Buildings and Grounds Departments for their cooperative assistance.

Stewart Kennedy, Superintendent
Howard F. Jones
Charles F. Putnam
Harlan E. Tuttle, Cemetery Commissioners

Veteran's Graves

Following are names and dates of death of the fourteen interments of United States War Veterans in Acton Cemeteries during 1984.

Bernard F. Polselli	WWII	U.S. Army	Jan. 28, 1984	Woodlawn
Joseph C. Mayer	WWII	U.S. Army	Jan. 30, 1984	Woodlawn
John Hoffman	WWI	U.S. Army	Feb. 24, 1984	Mt. Hope
Ernest S. Hagen	WWI	U.S. Navy	Mar. 9, 1984	Woodlawn
John S. Rose	WWII	U.S. Army	Mar. 10, 1984	Woodlawn
Russell D. Hayward	WWII	U.S. Army	Mar. 14, 1984	Mt. Hope
Ella Mason True	WWI	U.S. Army	Apr. 10, 1984	Woodlawn
John C. Raftery	WWII	U.S. Army	Jul. 10, 1982	Woodlawn
John Edward Slavin	Korea	U.S. Navy	Jul. 28, 1984	Woodlawn
Harry H. J. Veins	WWII	U.S. Army	Aug. 3, 1984	Woodlawn
Thomas R. Coleman	WWII	U.S. Army	Sep. 28, 1984	Woodlawn
Raymond V. Christian	WWII	U.S. Army	Oct. 24, 1984	Woodlawn
John D. Ludden	Korea	U.S. Army	Dec. 1, 1984	Woodlawn
William J. Durkin	WWI	U.S. Army	Dec. 11, 1984	Woodlawn

Veterans' Flag Standards and grave markers were placed on most of the above Veterans' graves. To receive a Veteran's Grave Marker, it is necessary to fill out an application, available from all Funeral Directors and from the Veterans' Agent, and forward it to the Government.

Stewart Kennedy
Veteran's Grave Registration Officer

Lowell Regional Transit Auth.

The LRTA finances special transportation services for senior citizens and the handicapped of Acton (Acton Road Runner) and commuter rail service between Acton and Boston.

The Acton Road Runner is a curb-to-curb service available on an advance reservation basis to residents who are age 60 or older or handicapped. Both ambulatory and wheelchair bound persons can be accommodated. Presently the van is leased from Leasing System Development Corp. of Lowell, who also provides the dispatching service. In early 1985, the LRTA will be purchasing the van instead of leasing it. Dispatching, however, will continue to be provided as before. The Road Runner can be used for shopping, medical appointments, recreation, visiting friends and relatives, the Nutrition Program and other special reasons. Cost per family is 25¢ per one-way trip within Acton; 50¢ per one-way trip to Concord or Maynard; and 10¢ for the Nutrition Program. To arrange a trip, call 263-4691 the day before.

Road Runner ridership was 8,784 for 1984, an increase over 1983.

Commuter rail service to Boston is operated by the B&M Railroad with 16 round trips per day. Ridership decreased this year to 194,682 due to the disruption of all service at North Station caused by the fire early in the year. Use of shuttle buses was necessary. Regular service direct to North Station is due to resume in April, 1985. The cost of the rail service is borne by the Federal government and the Commonwealth.

Cheryl Rand
LRTA Representative

Transportation Advisory Committee

The Transportation Advisory Committee (TAC) is an ad hoc committee appointed to oversee the Town's various transportation services and issues.

This year's major areas of concern were the continuation of the sidewalk planning program, the West Acton Stoplight proposal, expansion of the LRTA Road Runner program for the elderly and handicapped, a study of dangerous town intersections, Routes 2 and 2A, and working with the Planning Council on long-term transportation planning for Acton and surrounding areas.

TAC thanks the Engineering and Highway Departments and the Town Planner for invaluable assistance and support throughout the year.

Cheryl Rand, Chairman
Steven Brueck
Nancy Kalikow
Albert McAdoo
Donna McCarthy
Joseph Tardo

Citizens Library Association of West Acton

During it's one-hundred and first year of community service the Citizens' Library continued its centennial celebration by distributing a centennial pamphlet and displaying memorabilia. An exhibit of New England author May Sarton's new book, "At Seventy", including author's unedited copy and publisher's edited draft, drew interest from patrons. Several Actonians were actual characters in the book.

A few minor interior and exterior maintenance projects further enhanced the historical and structural value of the library building at 21 Windsor Avenue. In September the unique qualities of Citizens' Library became the setting for Acton-Boxborough High School's Cable T.V. production of "Englewood Heights", a soap opera.

Generous outside contributions continue to enable Citizens' Library to enlarge its collection of ever-popular large print books. Once again hard work and dedication on the part of The Citizens' Memorial Library Auxiliary and other volunteers resulted in a successful spring fair.

Mrs. Hermes continues to provide for the needs of the library's patrons, this year making room for 684 new children's and large print books as well as best sellers.

The collection numbers 9,280 and the circulation is currently 19,049. The library is open Monday evenings, 7 P.M. to 9 P.M. and Tuesday through Friday 10 A.M. to 5 P.M.

Thelma Hermes, Librarian

Board of Trustees
Frances Bissell
Jane Gallagher
Dianne Wehr

Acton Memorial Library

Wanda S. Null (director) and the staff of Acton Memorial Library maintain the quality of library services offered to the residents of Acton and surrounding towns. Circulation, which dropped with the loss of Sunday hours during the economic squeeze of Proposition 2.5, has increased slowly:

1980	1981	1982	1983	1984
192,772	185,289	176,852	177,178	178,85

An increase in Sunday hours planned for 1985 should accelerate this trend.

The Friends of the Acton Libraries continue their active support of the library with donations of equipment and regular volunteer service at the circulation desk and elsewhere, to increase the service level still further.

Trustees are working to ensure the continuation of the library as a vital source of information and educational materials for the community. A computer was installed for use by patrons, and a second unit is being installed for use by the library staff. A long-range study committee, composed of trustees and library staff, examined future trends, including automation, on-line video, and more library-sponsored group activities. We are preparing a report suggesting the provision of additional space before the year 2000. Policies for facilities use and acquisition of circulating items were adopted to clarify these areas for our patrons and staff.



Photo by Laura Lyons

Luisa Torrielli listens to the reading of Sam Schwartz at the Memorial Library.

We look forward to a productive year of library service in 1985, and invite you to make use of this valuable resource.

Joseph Grandine, Chairman
Brewster Conant
Vincent Parrella
Helen Murphy
Hayward Houghton
Raymond Shamel
Adriaan Walther
Marion Sargent
Dennis Ahern

Arts Council

The Acton/Boxborough Arts Council provided \$3370 in grants for cultural activities in 1984. Among the recipients were: Acton Arts League, Acton "250" Committee, Blanchard Memorial School PTF, Children's Discovery Museum, Adventures in Music, Inc., Lancaster Brass Quintet, Acton Historical Commission, Wednesday Morning Handbell Ringers, Acton Community Chorus, Acton Historical Society and Cynthia Durost, Artist. Grant applications are evaluated on the basis of quality, community benefit and involvement, financial need, and accomplishment. Funds are derived from the Massachusetts Arts Lottery and are disbursed in January and July.

In March, we co-sponsored, with the Friends of the Acton Library, a concert by

John Tyson, recorder, accompanied by bassoon and harpsichord. The program was warmly received by a capacity audience.

Acting on behalf of the Jenks Fund, the Council awarded a \$500 scholarship grant to a High School graduate to further her musical training.

The Council's support is especially valuable now that cutbacks in federal funding have seriously affected programs in the arts and humanities.

Wanda Null, Co-Chair
Terri La Fleur, Co-Chair
Jane Gallagher, Treasurer
Maurice Sagoff, Secretary

Recreation Commission

Recreation is meeting the needs and requests of most residents. All programs, with the exception of the summer playground, continue to be self-supporting. The decision to discontinue playground programs at Goward and Jones Fields enabled the staff to offer more diversified activities and daily arts and crafts at both Elm Street and Gardner Fields.

The town swim team coached by Jeff Johnson had a very successful year, finished second in the March conference championship and continued its success in the town summer swim league.

The high school pool and gym was the most popular recreation facility with approximately 15,000 participants in the various programs.

Because lacrosse is gaining in popularity, the first clinic, conducted by high school coach John O'Brien, was offered this summer.

Approximately 6,000 residents participated in Commission sponsored activities during the year at a net cost to the town of \$27,095.26.

A lease to use the Department of Correction land on School Street was prepared and sent to the Board of Selectmen for their approval and submission to DOC.

An outdoor swim area has been a resident priority request and a long term goal of the Commission and will continue to be part of its long range plan. After a great deal of thought, work and research, a warrant article for funds to determine the feasibility of

constructing such an outdoor pond in North Acton was defeated at the Annual Town Meeting.

Town meeting voters approved \$2,500 to construct a small skating pond in the Great Hill Recreation Area and the Highway Department began work on this project in November.

We are actively working with the Conservation Commission to create an Open Space Five-Year Plan, as mandated by the state. Efforts to expand recreational use of conservation lands are a primary concern.

Mr. Morehouse was reappointed Chairman and Mrs. Perkins reappointed Vice-Chairman. Mr. Charles Stires was appointed in November to fill a vacancy created by the resignation in October of Mrs. Jean Roberts.

The Commission acknowledges continued cooperation of the school administration allowing after school and weekend use of school buildings, and expresses appreciation to all the departments and boards for their assistance during the year. Thanks also to the Beacon and Middlesex News for publishing news releases.

ACTON RECREATION COMMISSION
Charles Morehouse, Chairman
Beatrice Perkins,
Vice-Chairman
Warren Orcutt, Commissioner
Vanetta Hunter, Commissioner
Charles Stires, Commissioner
Thomas Haggerty, Director
Barbara Woodward, Secretary

	WINTER	SPRING	SUMMER	FALL
Youth Basketball	175		15	
Children's Gymnastics K-12	64	22	31	52
Pre-School Gymnastics	29	29	49	36
Children's Swim Lessons	99	108	471	70
Swim Team	63		44	
Advanced Lifesaving	9		13	
Squash		6		
Adult Tennis Lessons		20		21
Adult Swim Lessons		7		12
Adult Golf Lessons		18		6
Pre-School Swim Lessons		48		
Playgrounds			253	
Aquatic Leadership Course			9	
Basic Rescue and Water Safety			21	
Children's Tennis Lessons			224	
Lacrosse Clinic		24		
Youth Tennis Tournament			40	
Pepsi-Cola NBA Hotshot			8	
Boston Harbor Cruise			38	
Recreational Swim and Gym				
Total year-round participants - 15,000				

Conservation Commission

The Conservation Commission continues to focus attention on the land management aspect of its responsibilities. Master plans are completed for the Grassy Pond and Acton Center Conservation Lands with the assistance of the Conway School of Landscape Design. A boardwalk constructed by the Buildings and Grounds Department, at Grassy Pond was dedicated in October to the Commissions of 1968 and 1974, who negotiated the purchase of the land. We applied to the Department of Environmental Management for a grant to implement the Acton Center Plan but were turned down. Alternative means are now being investigated.

We also began updating the Open Space Plan. This plan is required by the state to qualify for Self-Help money and must be updated every 5 years. Working with the Recreation Commission, we developed a questionnaire to determine the open space needs of the town which was distributed to all boards and committees. We wish to thank all those who participated for their invaluable assistance. The plan is due in August 1985.

A number of groups used the Conservation Lands for nature study including Community Ed programs led by Pam Resor and scout groups led by an assistant. John Megan completed his Eagle Scout project on Heath Hen Meadow land with the construction of a Scout camping area, and a pack of about 50 Cub and Webelo Scouts improved a trail section on Nagog Hill according to AMC standards.

New trail maps of Nagog Hill, Great Hill, Acton Center, Spring Hill and Grassy Pond were surveyed and drawn by the Engineering Department. They are now available at the library and the DPW Building.

In addition to land management, the Commission continues to administer the Wetlands Protection Act and Bylaw. The Commission made 20 Determinations of Applicability, issued 26 Orders of Conditions and 20 Certificates of Compliance. New forms were developed to simplify the administration of the Bylaw. The Bylaw was reviewed and recommendations for changes will be presented to the 1985 Annual Town Meeting.

Cynthia Torkelsen again served as Chairman with Michael Graesser as Vice-Chairman. New members appointed are Kenneth Dow in February and Robert Young in November. New associate members are George Charter, Robena Reid and Carol Brown. A special thanks goes to Rae Kilkenny, our first associate member, who has returned to her home in Australia.

Conservation Commission

Cynthia Torkelsen, Chairman

Michael Graesser, Vice-Chairman

Judith Clark

Brewster Conant

Kenneth Dow

Carol Place

Robert Young

Associate Members

Carol Brown

George Charter

Robena Reid

Youth Commission

The Youth Commission is appointed by the Town Manager with the approval of the Selectmen. In addition to the adult members, it has a student from the high school and two Youth Employment Service (YES) students who serve as liasons from the High School.

The administration of the YES has now been turned over to the Work-Study Program at the High School. The Commission will continue to serve in a supporting role. This program, whose function is to match students to appropriate jobs which exist in the community, is thriving. We encourage those who could use some capable help inquire; please call 264-4700 ext. 5959.

Activities of the Commission this year include:

Supporting Acton Police at the Jamboree by running the fingerprint program for children.

Developing Halloween neighborhood guidelines similar to the party code that was developed in a previous year.

Assisting the Parents Support group in arranging high school dances in 1984.

Investigating the feasibility of operating a Big Brother/ Big Sister program in our community. Our Youth Officer, Frank Widmayer, has suggested that such a program might offer a positive alternative to children who need additional support.

We encourage comments, concerns and ideas relating to our goals and program. Please write to Bob Skillen, 405 Central Street or call 263-1787.

Bob Skillen, Chairman

Lawrence Duffy

Sara Lamia

Scott Beveridge

Michael Guzzo

Patty Sanford

Vicky Tabor

Ann O'Neill



Photo by Brooks Williams

The above monument was erected on land in Acton Center in the fall of 1984, with dedication scheduled for 1985. Acquisition resulted from efforts by a three member committee including Chairman Philip Harris, Thomas Rogers and Wilson Bursaw, and sanctioned by the Selectmen. The \$12,500 cost was raised by contributions for the Acton Rotary Club, the Acton Lions Club and private citizens. Excavation work was donated by James Fenton and Michael Jeanson of Authentic Homes, Inc., as was preparation and inscription of the stone by Rock of Ages Monument Company of Barre, Vermont, and installation by Acton Monument Company.

Goodnow Fund

Provisions of this fund call for perpetual care payment from the annual interest earned by \$3,000 principal. Balance of the annual interest must go to Acton Congregational Church towards the ministers' salary.

INVESTMENT

Middlesex Savings Bank \$3,000

RECEIPTS AND DISBURSEMENTS

Interest received	\$324.10	
Town of Acton for perpetual care of the Goodnow Lot in Woodlawn Cemetery		\$20.00
Treasurer of Acton Congregational Church		\$304.10
	<u>\$324.10</u>	<u>\$324.10</u>

Thelma L Boardman, Treasurer
Nancy Gilberti
Virginia Gates

Elizabeth White Fund

A permanent fund was bequeathed to the Town of Acton by George R. White in memory of his mother, Elizabeth. The income from the fund is to be used only in "relieving the necessities of the deserving poor and unfortunate". "It shall be the duty of the Town to anticipate such necessity of aid and assistance by inquiry and investigation in advance of claims as far as possible, in order that sensitive and deserving people may receive assistance, who might because of publicity, refrain from making application for aid."

Trustees have signed requisitions to the Town Treasurer totalling \$2,500 for the entire year.

Trustees
Helen B. Allen
Eleanor P. White
Cornelia O. Huber

Animal Inspector

This year of Nineteen Eighty-Four, fourteen (14) premises were inspected, and all are considered to be adequate for animals.

The animal count this year is considerably lower than last year:

Cows	5
Heifers	2
Goats	8
Sheep	6
Horses	33
Ponies	9
Chickens	37

There were twenty-three (23) dog bites . In all cases, the guilty dog was quarantined for 10 days, as required by law. No other major problems were reported.

Patrick Palmer

Fence Viewer

The committee on fence viewing for the Town of Acton reports no activity in partition fences for the year 1984. The duties of the fence viewer are contained in Massachusetts General Laws Chapter 49 Section 1-20 inclusive. This law pertains to the need for partition fences on property lines of adjoining improved parcels used for agricultural purposes.

David F. Abbt
Fence Viewer

Dog Officer

The following covers the activity of the Dog Control Officer for the time period of June 1, 1984 through December 31, 1984:

Total number of calls	532
Number of Dogs impounded	63
For dog bites	2
Unlicensed	38
Other (licensed)	23
Number of calls received for a lost/found dog notification	268
Number of calls received for a complaint against a dog/situation	166
Number of miscellaneous calls	27
Number of calls for dog bites (Notified Pat Palmer)	8

Most complaints were handled to satisfaction of both parties involved.

Leslie E. Boardman,
Town of Acton Dog Control Officer

Sealer of Weights

The Sealer of Weights & Measures annually checks the accuracy of all weighing and measuring devices used by retail and wholesale businesses in the conduct of the trade. This includes scales, gasoline and oil pumps, yard goods and measuring devices as well as investigating complaints in the sale of cordwood.

Number of Devices sealed	195
Number of Devices adjusted	29
Number of Devices condemned	1

Mark J. FitzPatrick
Sealer of Weights & Measures

Town Report Committee

Five members were recommended by the Volunteer Coordinating Committee May 25 and appointed by Allen Rothermel, Acting Town Manager, June 5. All appointees were sworn in by June 25, 1984.

At the organizational meeting called by past chairman Dennis Ahern, Mary Hadley was elected chairman and Ruth Bailey, clerk. Minutes are sent to the Town Clerk, Town Report Committee and Acton Memorial Library.

Sharon Mittelholzer's resignation was accepted with regret at the October 5 meeting and Priscilla Mead was elected vice-chairman. The first 1984 report was received at this meeting. That's cooperation!

Bid forms were prepared for advertisement by the Town Manager in the November 1 and 8 editions of The Beacon and The Middlesex News. A flow chart of deadlines was sent to all town departments and committees. Notice of deadlines for reporting was carried on Cable TV, Channel 17.

Ann Simeone, supervisor of the word processing system, instructed interested members in use of the equipment. Work sessions occur when any one of the three terminals is free and committee members are available.

Christine Joyce answered our many questions of who, what, where and how.

Once committee operational functions were underway, we turned our attention to a statement of philosophy of report reviewing. Though most of us are familiar with town operations, we try to read reports as though we are not. We look for clarity, specific information, and listen for the personality of the writer. Almost as if we were new residents of Acton, we consider the Town Report to be social history as well as the legal and financial statement of town operation.

The cooperation and good humor of the authors is very satisfying. We gratefully accept Diane Thompson's generous help in preparing our shared work for publication.

We trust readers will find information and helpful access to their community services. We will be listening!

Mary K. Hadley, Chairman
Priscilla Mead, Vice Chrmn.
Ruth Bailey, Clerk
Margaret Richter
Dorothy Williams
Dennis Ahern
J. Martin Graetz

Public Ceremonies

The Committee feels the Celebrations and Ceremonies that are held during the year speak for themselves and don't require an extensive report. The budget is for the fiscal year; we plan on a calendar year and will report thus.

Patriots' Day and Memorial Day were very wet and uncomfortable, which greatly reduced citizen participation. The Minutemen, Scouts of all ages from locations throughout New England and beyond, and the A-B High School Band, were active participants. We were happy that Mr. Lowell Cram, a World War I Veteran, was able to be our Marshal on Memorial Day.

Independance Day was celebrated by a Maynard Band Concert and a gala display of fireworks at the A-B High School football field. Fireworks were funded by townspeople and town business persons, who gave generously to provide the show. "Field Day" for family games and a brief parade, staged in conjunction with the Town Recreation Department has been discontinued because of poor attendance. It may be reinstated in the future.

The Acton Minutemen were blessed with lovely, sunny weather on September 30 for Crown Resistance Day. There were approximately two dozen visiting Minutemen Companies who paraded and played colonial airs

We are looking forward to assisting the 250th Committee for the 1985 Celebration. It is off to an excellent start.

We thank the many local clubs, organizations, and officials who make these happenings possible; the Committee simply facilitates them. Above all, we thank the populace who enjoy the events and energize us.

Wilson Bursaw	Robert Ingram
Susan Christmas	Nancey Kalikow
David Donaldson	Rodney Maxwell
Richmond Miller, Chairman	

Protection of Persons and Property

Police Department

MEMBERS OF THE ACTON POLICE DEPARTMENT

Chief of Police
George W. Robinson

Sergeants
Robert Rhodes
John McNiff
Robert MacLeod
Robert Parisi

Patrolmen
William Hayes
Donald Bresnick
Thomas Rogers
Ronald Johnson
Stephen McCarthy
Paul McGovern
Paul Cogan
Brian Goodman
Lawrence Dupont
Bernard Harrison
Robert Cowan

Bruce Nadeau
James McPadden
Albert Crowley
Frank Widmayer
Raymond LaRoche
Raymond Grey
Jeffrey Dudley
James Goodemote
James Cogan
John McMaster
Christopher Browne

Dispatchers
Dean Charter
John Dristilaris
John MacLeod

Matrons
June Carney
Natacha MacGregor
Marcia Charter
Christine Joyce

Secretary
June Carney

OPERATIONAL ASSIGNMENTS WITHIN DEPARTMENT

Officer In Charge of Patrol.....Sergt. McNiff
Officer In Charge of Detectives...Sergt. Rhodes
Department Prosecutor.....Det. Ptl. Harrison
Safety Officers.....Sergt Rhodes/Ptl. Cowan
Department Investigator..... Det. Ptl. Goodman
Department Investigator.....Det. Ptl. Dupont
Ass't. Firearm Training Officer....Ptl. Nadeau
Crime Prevention Officer.....Ptl. McGovern
Youth Officer.....Det. Ptl. Widmayer

CRIMES OR COMPLAINTS FORMALLY RECORDED

Type of Crime	# Reported
Breaking and Entering	125
Miscellaneous Reports	224
Larceny	240
Malicious Damage	149
Stolen Motor Vehicles	77
Armed Robbery	0
Stolen Bikes	46
Motor Vehicle Violations (Arrests)	202
Sex Related Crimes	20
Narcotics	21
Suicides or Attempts	5
Missing Persons	17
Arson	3
M/V Accidents Covered by Dept.	555

TRAINING

The following officers have completed courses that are presented by the Massachusetts Criminal Justice Training Council, State Police and Federal Bureau of Investigation.

Ptl. McPadden...Crime Scene Search School
Ptl. McCarthy.....Advanced Arson School
Ptl. Grey.....Legal Assistant Program
Ptl. McPadden...Bomb Investigative School
Ptl. McCarthy...Bomb Investigative School
Ptl. Grey.....Bomb Investigative School
Ptl. Grey.....Basic Arson School
Ptl. Grey.....In-Service Training Course
Ptl. J. Cogan..Framingham State Police Academy
Ptl. J. Goodemote..Municipal Police Officers Training Academy

EDUCATION

The following officers of the department have earned degrees or are working toward same.

Chief G. Robinson
Sergt. R. Rhodes
Sergt. J. McNiff
Sergt. R. Parisi
Ptl. T. Rogers
Ptl. J. Dudley
Ptl. W. Hayes
Ptl. R. Johnson
Ptl. R. LaRoche
Ptl. S. McCarthy
Ptl. P. McGovern
Ptl. B. Nadeau
Ptl. F. Widmayer
Ptl. R. Grey
Ptl. J. McMaster

PERSONNEL CHANGES

The Department received the acting Chief's Civil Service test results in June and a permanent appointment was made in August.

Ptl. James Goodemote graduated Basic Training in July.

Ptl. Calvin O'Coin resigned in August to start his own business.

Ptl. John Flaherty resigned in September to take Federal employment.

Rev. James Martin was appointed Department Chaplain in October.

Ptl. James Cogan graduated Basic Training in December.

Ptl. John McMaster and Christopher Browne were appointed new members in December.

SUMMARY

With the help of a Federal Grant the Department successfully ran drunk-driving roadblocks and purchased a computerized breathalyzer. We purchased and put in place telephone/radio recording devices. The new computer went on line in September and is

proving valuable to operations and administration. We conducted Robbery Seminars for personnel employed at ten banks.

The Youth Internship was expanded to all year. Departmental training was reorganized to allow sending each officer to a forty hour refresher course. The Department was restructured to create a Patrol Division and Detective Division with an officer in charge of each. Department members served on the Route 2 Safety Committee and the Northeast Correctional Institution Security Committee

We received a Federal Grant to update the Police/Civil Defense radio system. This project will be completed by June 1985. Video taping of serious crimes, major accidents and arrests began in December.

In closing I would like to thank Local 334 of the I.B.P.O. as well as other Department employees for their continuing support and Town Officials and Boards for their cooperation.

George W. Robinson
Chief of Police

Fire Department

In 1984, it would appear from the response figures that our number of responses doubled. This is due to the fact that we have changed our record keeping practices to more accurately reflect that actual productivity level of the department. Therefore, although the totals have increased, they do not necessarily reflect an increase in true emergencies. There were no deaths or serious injuries to firefighters, however, there was one civilian fire death. Following, is a brief synopsis of activities and changes during 1984.

Maintenance and Equipment

Apparatus continues to be maintained by Highway Department mechanics, with preventative maintenance being handled in-house.

No new apparatus has been purchased, although we are in the process of replacing the chassis on the rescue truck, as authorized at the 1984 Annual Town Meeting.

The fire stations are still in good condition, due largely to the excellent housekeeping of the firefighters.

Personnel

Personnel changes during the year were minimal. Senior Firefighter Charles Sweet retired after 38 years service to the department. Call Firefighter Kevin Lyons, who served briefly as a temporary firefighter, was hired to fill the position created as a result of Firefighter Sweet's retirement.

Fire Prevention

Activities in the area of Fire Prevention continue to increase with greater emphasis on the in-service inspection program, as well as routine and construction related inspections.

In addition, a successful outdoor display program was presented at Gould's shopping center, as well as several school programs.

Training

Training activities also continued to increase with several specialized programs as well as the regular training programs. The re-establishment of funding in this area has allowed us to upgrade our training program, especially for many new call firefighters who have been hired, to bring the call force up to authorized strength.

Fire Alarm

The fire alarm system continues to be maintained in a satisfactory manner, with several new master fire alarm boxes added to the system.

The fee system established by the Board of Selectmen, is now in its second year, and continues to provide revenue which offsets expenditures in this area. This revenue is expected to increase as the fire alarm system is expanded.

Emergency Medical Services

The Emergency Medical Services Division continues to provide an excellent service to the community. This department participated in a multi-casualty drill, which was held in Maynard this year, and provided an opportunity to realistically evaluate mutual-aid and multi-trauma situations.

Our personnel continue to constantly train and maintain certification in this area of expertise.

Summary

I would like to thank the permanent and call personnel of the Acton Fire Department for their excellent performance and cooperation during the past year. I would also like to thank the other Town Departments, officials and committees for their assistance. Also, I would once again especially like to thank the Civil Defense Auxiliary Fire Department for their support and assistance.

Statistics

	01/01/83- 12/31/83	01/01/84- 12/31/84
Residential Fires	6	7
Multiple Dwelling Fires	3	1
Non-Residential Assembly	0	1
Mercantile Fires	4	3
Manufacturing Fires	2	1
Storage Fires	2	3
Grass/Brush Fires	32	55
Miscellaneous	85	44
Motor Vehicle Fires	25	31
False Alarms	34	68
Accidental Alarms	95	142
Emergencies/Non-Medical	12	420
Accidents	22	188
Medical Emergencies	602	659
Investigations	202	230
Special Services	133	110
Mutual Aid Dispatched	16	14
Medical Mutual Aid	34	25
Special Service (Misc.)	-	1208
TOTALS	1309	3210

01/01/83- 12/31/83	01/01/84- 12/31/84
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Fire Loss (estimated)		
Bldgs & Contents	\$268,350	\$270,150
Vehicles	7,900	30,060
TOTALS	\$276,250	\$300,210

01/01/84- 12/31/84

Assessed Value of Property Involved (excluding vehicles)	\$1,454,600
Estimated Property Damage (excluding contents & vehicles)	98,550

Property Value Undamaged	\$1,356,050
Percent of Property Damaged	6.78%
Percent of Property Undamaged	93.22%

Permits Issued:	01/01/83- 12/31/83	01/01/84- 12/31/84
Fuel Oil Burner & Storage	91	77
Blasting	23	30
Flammable Gas/Liquid	18	14
Smoke Detector Certificates	417	361
Miscellaneous	39	36
TOTALS	588	518

Monies Collected:	01/01/84- 12/31/84
Permits	\$5,148
Miscellaneous Receipts	40
Fire Alarm Master Box Fees	13,700
TOTALS	\$18,888

Malcolm S. MacGregor
Chief of Department

Acton Civil Defense Agency

Every year I am amazed at the time and effort devoted by a group of strictly volunteers to various projects required by this agency. The town of Acton has one of the most active Civil Defense teams in the state of Massachusetts.

This year, the governor issued a New Executive order #242, expanding the responsibilities and duties of the Civil Defense Agencies. The New Executive order deals with all types of emergencies, and endorses the concept of Comprehensive Emergency Management (CEM). This new program has been installed with enthusiastic acceptance.

Under consideration, is changing the name of the Acton Civil Defense to the Acton Emergency Management Agency.

The year was a very active one for all departments. The storm of March 30th, required the opening of a shelter at the Conant School, for those left without any power or heat. The countless hours spent pumping cellars, transporting people throughout the town to the shelter, or to the hospital, taking care of the senior citizens, and bringing in wood for heat was visible in the exhausted faces of the volunteers.

The agency gets involved in many community projects, all in volunteer time, and a great savings to the town. In an effort to better serve the town, staff personal and members attend all types of training sessions. In addition, uniforms and equipment are purchased and paid for by members. We will continue to grow, and fulfill our obligation to the town.

The cooperation and assistance extended to me and my staff is greatly appreciated.

We will be very active with Acton's 250th Anniversary Celebration.

Donald W. Macaulay
Director

Auxiliary Police Department

The Auxiliary police department consists of 16 members who work on a volunteer basis. This year over 4,000 free hours were provided to the town. This service includes school checks, business checks and house checks, which amounts to 25 patrol hours each week, also special assists to the regular police department.

Countless hours are spent in training sessions and on the pistol range for qualification.

Thanks to Bob Kendell, car 27, now CD-1 is still in service. This car has over 115,000 miles and will have to be replaced. This vehicle is a vital unit not only to the auxiliary, but is used by the regular police department when one of their cars is out of service.

Thanks to Chief Robinson, Sergeant Rhodes and all the members of the Acton Police Department for their outstanding support this year.

We are looking for new recruits. Contact any member of the Civil Defense Agency.

Jack H. Batchelder,
Captain

MEMBERS

Director	Donald Macaulay
Advisor	Sgt. Robert Rhodes
Captain	Jack H. Batchelder
	Sgt. Dave Posmoga
	Sgt. William L. Harrington
	Ptl. Seth Campbell
	Ptl. Pamela Derie
	Ptl. Kim Doughty
	Ptl. Marc Smith
	Ptl. John Corrigan
	Ptl. Todd Fenniman
	Ptl. Mike Coughlin
	Ptl. Stephen Jones
	Ptl. Curtis Smith
	Ptl. Keith Batchelder

AUXILIARY FIRE DEPARTMENT

The Auxiliary Fire Department is organized as a branch of Acton Civil Defense and is structured and trained to provide backup capabilities in emergencies which tax the resources of the regular and call fire services. All members of the department are volunteers and serve without compensation of any kind.

The department responds to all box alarms and provides a variety of peripheral services which include on-site recharge of breathing apparatus, emergency, lighting and overhaul/salvage assistance under the direction of the Captain in charge at the scene. In addition, the department handles all water emergency calls received through the Acton Fire Alarm Office.

Department apparatus includes a 1980 light duty rescue truck (Rescue 36) which is equipped with a generator and lighting equipment, a portable "Cascade" system for refilling breathing apparatus used by a regular firefighter, submersible pumps and hose for water extraction, and a variety of hand tools for salvage and overhaul operations. The department also operates a 1967 four wheel drive truck (Engine 37)

equipped as a pumper. It carries a water supply, pump, and hose as well as portable gasoline pumps and a chain saw. Primary use for this vehicle is remote brush/forest fires where off-road operation is required, but it is also valuable in a variety of other pumping operations.

During 1984, the department had it's busiest year in recent history. The department responded to 33 Box Alarms, 6 Brush fires, 78 water emergencies, and 13 Special Service calls including police sobriety checkpoints, a severe motor vehicle accident, a search for lost persons, and the controlled burning of a structure. A total of 722 man hours was provided in direct service. An additional 500 man hours was spent by volunteers in department training and 60 man hours in joint training with the Acton Call Fire Department. Many additional hours were spent on station and vehicle maintenance.

Five members of the department were promoted to the call department during the year and several resignations were accepted, resulting in a number of vacancies in the department's authorized strength of seventeen firefighters and three officers. An active recruitment program is planned for early 1985.

The department is grateful for the support and cooperation received from the Fire and Police Departments as well as the Highway Department which maintains the department's vehicles.

We are looking forward to the 250th Anniversary of the town and will be ready to support the variety of special events being planned to commemorate this special year.

John Hoenshell
Captain
Acton Auxiliary
Fire Department

TENTH ANNIVERSARY FOR EXPLORER POST 7

This year brought so many activities and challenges: we managed parking and traffic control at the Bolton Fair and A-B Jamboree; we did First Aid and Traffic Control at several Walk-a-thons and Bike-a-thons.

Northeastern University's Helicopter Evacuation Activity was an outstanding event where Post members were victims for the mock disaster and were air-lifted by helicopter to area hospitals.

In February's ice storm we participated in setting up a shelter at the Conant School, but most of us helped pump cellars all over Acton.

We participated in five fire musters and parades over the summer where we won ribbons and a trophy.

Our wheelchair basketball game was a huge success and Post 7 Cheerleaders were incredible.

When the holidays arrived, we prepared Thanksgiving baskets for two needy families, and we helped line up Maynard's Christmas parade, served cocoa and won a trophy for the most original float. We also sang carols for senior citizens and friends. A rewarding activity was the Christmas party we held for 15 handicapped children from Acton and surrounding towns. We helped the Lions Club with its Ski and Skate sale, Hike and Bike sale and the Acton Town Fair where we did first aid and helped set up and clean the area afterwards. Several post members helped set up Christmas trees for the Lions Club Tree Sale at Donelan's lot.

Officers for 1984 were:

President	Mike Coughlin
1st Vice Pres.	Linda Macaulay
Secretary	Lisa Nelson
Treasurer	Kathy Goller
Food Q.M.	Candi Shearer
First Aid Q.M.	Dean Lambert

LIST OF MEMBERS

Donald Anderson	Joe Landry
Tony Biondo	Scott Landry
Matt Brodeur	Kevin Leggart
Bob Campbell	Kevin Luce
Richard Campbell	Linda Macaulay
Norm Colleton	Mike March
Mike Coughlin	Scott Masson
Donny Cullinane	Duncan McElroy
David Dormer	Ken Morehouse
Denise Hicks	Lisa Nelson
Dean Lambert	Candi Shearer
Jeannie Landry	Meg Stokinger
Kevin Landry	Cliff Walker
John Landry	

A great many people helped us make Explorer Post 7 work, without whom it would be impossible to keep it going. So we thank the following:

Our Sponsors - The Acton Lions Club
Our Advisors - Don Macaulay, Connie Ingram
Our Adult Committee Members:

Eleanor Macaulay
Bob Ingram
Larry Hill
John Hawks
Dick and Betty Hickox
Mark Hickox
Carole and Charlie Landry
Norm Lake
Tom Wetherbee
Bill Klauer

Scott Masson
Secretary

Board of Health

The Board of Health members and staff were involved in a lawsuit initiated by State Properties of New England (SPNE) against the Board and personally against four members when the Board refused to allow over 7000 gallons of sewage to be disposed of in an aquifer within 600 feet of a high production municipal (water district) well. The lawsuit consumed considerable time of Board of Health members and staff, and the suit was dropped by SPNE only after they decided to build a sewage treatment plant, the course of action originally recommended by the Board.

The day-to-day operation of the Board was severely impaired by the departure of secretary Maggie Walsh to the Planning Board and the ensuing three-month period when we operated without a permanent secretary.

A continuous increase in building development in the Town during the last two years has resulted in a forty per cent increase in deep test observation holes and percolation tests over 1983 (752 to 1075). The number of permits for the installation and subsurface sewage disposal systems has also increased over forty percent (40%) over the same period (102 to 151).

This increased workload, coupled with additional regulatory responsibilities, has left the Board of Health severely hampered by the lack of adequate staffing.

The following is a list of our activities and services in 1984.

Rabies Clinic

A Rabies Immunization Clinic is held in late March or early April for all dogs six months of age or over. Under Massachusetts law, every dog must be immunized once every three years. In the spring of 1985 we will make provisions to immunize cats at the clinic. Details will be announced in a local newspaper.

Septic Tank Care

All residents are reminded of their responsibility to maintain their septic tanks and underground leaching areas.

A septic tank system will serve a home satisfactorily only if it is properly located, designed, constructed, and maintained. Even a good system may become a nuisance and burdensome expense if not properly cared for.

Neglect of the septic tank is the most frequent cause of damage to the leaching system. When the tank is not cleaned, solids build up until they are carried into the underground leaching system, where they block

the flow of the liquid into the soil. When this happens, the leaching system must be rebuilt or relocated -- a costly undertaking. For the homeowner, the precautions of periodic inspection and cleaning of the septic tank can prevent this.

The frequency of cleaning depends on the size of the tank and the number of people it serves. A garbage grinder shall not be used unless approved by the Board of Health. With ordinary use and care, a residential septic tank requires cleaning every two years. There are no chemicals, yeasts, bacteria, enzymes, or other substances capable of eliminating or reducing the solids and scum in a septic tank so that periodic cleaning by the homeowner is unnecessary. Contrary to some beliefs, the addition of such products is not necessary for the proper functioning of a septic tank disposal system and can be harmful to the leaching portion of the system.

The accumulated solids are to be pumped out by a Board of Health licensed company. The solids removed are to be disposed of in a manner approved by the Health Department to avoid obnoxious odors and health hazards.

DO NOT USE CHLORINATED DEGREASERS
ON SEPTIC SYSTEMS.

THIS MAY CONTAMINATE GROUNDWATER.

Sanitary Landfill

The Town maintains a landfill for rubbish and garbage. It is located on Route 2 just West of Hosmer Street and is open five days a week from 8:00 a.m. to 3:30 p.m. and closed Sundays, Thursdays and holidays. (Check schedule posted at entrance for summer hours.)

Day Care Services

The Board of Health is the licensing agency for these services. If you have any questions call 263-8200x1202.

Communicable Diseases Reported for 1984

Animal Bites	15
Chicken Pox	0
German Measles	0
Gonorrhea	1
Mumps	0
Strep	4
Shigella	0
Measles	0
Salmonella	5
Syphilis	0
Amoebic Dysentery	0
Meningitis	1
Hepatitis	0
Tuberculosis	0

Chap. 111, Section 111 of the General laws, Commonwealth of Massachusetts requires that all communicable diseases be reported to the Board of Health at 263-8200x2022.



Photo by Laura Lyons

Selectmen Pam Resor and Don Gilberti purchase their Sanitary Land Fill stickers from Nancy Banks.

Permits and Licenses Issued

Installers licenses	27
Sewage Disposal permits	92
Septic Repair permits	59
Food Establishments	31
Frozen Desserts	2
Retail Food Establishments	20
Sundries	2
Milk and Cream licenses	55
Mobile Food Server permits	7
Commercial Haulers permits	7
Public and Semi-public	
Swimming Pool permits and	
Wading Pools permits	20
Sewage Transporter permits	11
Burial and Removal permits	49
Privie permits	1
Motel	0
Well	15

Total Collected Miscellaneous Items

Sewerage permits - New -	71	
Repair -	59	\$10,950.00
Septage coupons		
(July 1, 1983 - June 30, 1984)		\$57,300.00
Miscellaneous		\$10,307.35
Sewer connections - 21		\$ 300.00
		<u>\$78,857.35</u>

The Board of Health contracts with Eliot Community Health Center (EMHC) to provide mental health services to the Town through the Eliot Clinic and Eliot Day Treatment Program.

Eliot Clinic

The Eliot Clinic is the out-patient facility of the Concord Area Comprehensive Mental Health Center, serving residents regardless of their ability to pay, their age or sex. Services provided by the Eliot Clinic include:

1. Intake, referral and information.
2. Evaluation and treatment services for individuals, groups, and families.
3. Consultation and education services to schools, legal and community organizations.
4. A Therapeutic Preschool Program.
5. The Children's Day Treatment Service.
6. Mental Retardation Services.
7. Volunteer Services.
8. Residence Programs.

The clinic is open Monday to Thursday from 8:00 a.m. to 9:00 p.m., Friday from 8:00 a.m. to 5:00 p.m.. Fees are based on a sliding scale, depending on a family's ability to pay,

and the Clinic is eligible for third party payments, including CHAMPUS and Medicaid, Medicare and other medical insurance. There are no specific "pre-admission" requirements, nor is there generally a formal waiting list.

Eliot Day

The Eliot Day Treatment Program, the partial hospitalization unit of EHMC, provides full daytime comprehensive services for a wide range of mental health problems. Located in the Community Agencies Building at Emerson Hospital, it is a psychiatric "day treatment" facility, staffed by professionals, in

psychiatry, psychology, social work, medicine, pastoral counseling and other human services.

If anyone is interested in these services or wants to obtain further information, please call Eliot Community Mental Health Center at 369-1113.

Daniel Costello, Chairman
Richard Stephens
Charlotte Sagoff
Sandra S. Nawrocki
Eleanor Voorhies
Steven Calichman,
Health Director

Public Health Nursing Service

As a Certified Home Health Agency the Acton Public Health Nursing Service provides home care services, community clinics for prevention of illness (flu, lead screening, well child clinic, well seniors), office visits for health supervision (e.g. blood pressure checks), and nursery school licenses and inspections.

We have a staff of five full or part-time nurses, a part-time physical therapist, social worker, speech and occupational therapist. We also have two home health aides who work under the supervision of the nurses. We provide the home visiting portion of the program with physicians orders.

Visits by service from July 1, 1983 - June 30 1984

Morbidity	
Nursing Home (R)	1892
Office (R)	22
Total	1914

Contracted Service	
Physical Therapy (R)	550
Medical Social Worker (R)	196
Home Health Aide Visits (R)	1805
Speech Therapy (R)	4
Occup. Therapy (R)	34
Total	2589

Health Promotion	
Nursing Home (NR)	93
Office (NR)	81
Clinics WCC (NR)	120
WSC (NR)	595
Mantoux (R)	143
Total	1032

Evaluation Visit (NR)	11
Home Health Aide Sup. Visit (R)	116

Fee Paid	
Occup. Health (R)	474
CASE (R)	86
Other (R)	
Total	560

TOTAL Visits	6222
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New Activities

February 1984 - Initiated Occupational Therapy Services.

March 1984 - Incorporated Friends of Acton Nursing Services - a free standing non-profit corporation to raise funds to provide additional support to A.P.H.N.S patients. Donations may be made to:

Friends Acton Nursing Service
P.O.Box 541
Acton, MA., 01720

For more information contact us at 263-8200 Extension 1201, Merriam Building, Room 1, Charter Road.

Spring 1984 - Provider for Multi-Group Health Plan, Home Health Care coverage.

Fall 1984 - Initiated 24 hour Home IV Therapy Coverage with physicians orders

Future Plans

January - Will begin automated billing and statistics using a DECMATE II received with a 50 per cent corporate gift from Digital Equipment Corporation and purchased with additional monies appropriated at the Fall Special Town Meeting.

Participate with Council On Aging in providing more in depth health screening services from a grant from Department of Elder Affairs.

I would like to thank the physicians, service organizations and individual volunteers who have supported us.

Priscilla J. Greene, R.N., M.S.N.
Administrator/Supervisor
Acton Public Health Nursing Service

(R) Reimbursable
(NR) Non-Reimbursable

Office of the Town Clerk

Report of the Town Clerk

BIRTHS RECORDED 187
DEATHS RECORDED 91
MARRIAGES RECORDED 141

Births Registered

Please notify the Town Clerk immediately of any error or omission in the following list of births. Errors can be corrected only by sworn affidavit, as prescribed in the General Laws, and may cause you inconvenience which can be avoided by prompt attention.

DATE	PLACE	NAME OF CHILD	NAME OF PARENTS
Jan. 4	Waltham	Dupuis, Danielle Elizabeth	Roger Phillip and Karen Marie Weeks
Jan. 11	Concord	Klein, Lauren Elena	Daniel Simon and Shelley Maxine Kassman
Jan. 11	Boston	Malinowski, Jason William	Robert Michael and Valerie Anne Siomkos
Jan. 12	Waltham	Basile, Lucian Angelo	Francis Peter and Joyce Lynn Spirea
Jan. 12	Concord	Nolan, Kate Lianna	George William and Susan Elizabeth Lawson
Jan. 20	Concord	Sundaramurthy, Anadal Stearns	Malaiperumal and Judith Seabury Stearns
Jan. 24	Concord	Baum, John Ambrose	Dwight Gallagher and Suzanne Smith
Jan. 26	Concord	Olham, Matthew Todd	Leland Thomas and Martha Ellen McAllister
Jan. 28	Concord	Meehan, Andrew Anthony	Robert Edward and Gail Beatrice Constantine
Feb. 2	Concord	Bangert, Kyle Mark	Mark Dale and Shelley Ann Joudrey
Feb. 3	Concord	Vaillancourt, Landon Michael	Maurice Joseph and Corene Morrill
Feb. 6	Concord	Cummings, Kimberly Marie	William Roy and Paul Kristene Merrill
Feb. 7	Concord	Lande, Michelle Diane	Paul Steven and Nancy Idell Waterman
Feb. 13	Concord	Wiley, Justin Copeland	James Reed and Stephanie Ann Vastardis
Feb. 14	Boston	Kohout, Shawna Elynn	Paul Scott and Joy Beatrice Derouchie
Feb. 18	Concord	McCarthy, Shannon Marie	Stephen Bennett and Sharon Marie Donovan
Feb. 22	Newton	Martin, Katherine Reid	Robert Randall and Andrea Abbott Chase
Feb. 23	Stoneham	Dennis, Brian Mitchell	Stephen Mitchell and Liliana Medaglia
Feb. 27	Concord	Berry, Kimberly Allison	Richard Walter and Maria Ellen Covell
Feb. 27	Concord	Elliott, Joshua Ian	Neal Irwin and Debra Lynn Bass
Mar. 1	Concord	Brown, Kyle Hunter	Todd Hunter and Carol Jean Reynolds
Mar. 2	Concord	Siegrist, Tracey Christine	Richard Bolton and Ruth Christine Woodring
Mar. 6	Concord	Eisenberg, Danielle Elyse	John Louis and Robin Lynn Schwartz
Mar. 6	Newton	Huisman, Christin Winship	John Edward and Margaret Esther Spencer
Mar. 7	Concord	Durkin, John Charles	John Denis and Stacey Gallagher
Mar. 12	Concord	Ames, Rachel Yolande	Raymond Stanley and Elaine Maris Jenkins
Mar. 12	Concord	Van Rensselaer Dey, Kaitlyn	Varick and Holly Jean Barrett
Mar. 16	Concord	Hercheke, Andrew Robert	Gary Steven and Debra Jane Debinder
Mar. 19	Concord	Logee, Ashley Shannon	Curtis Russell and Joan Agnes Pawloski
Mar. 21	Boston	Hass, Ryan Walpert	Rodney William and Susan Barbara Walpert
Mar. 23	Concord	Rohr, Michael James	James Michael and Diane Evelyn Byrne
Mar. 26	Cambridge	Hagar, Christopher Marshall	Laurence Marshall and Paul Beth Schwartz
Mar. 26	Newton	Walsh, Gary Freeland	Patrick Henry and Nancy Freeland Gross
Mar. 28	Concord	O'Connor, Meghan Mary	Leo Shannon and Theresa Anne Martin
Mar. 28	Concord	Selig, Dana Stephanie	Jonathan Binder and Risa Weiner
Mar. 30	Concord	MacGregor, Paul Stuart	Malcolm Stuart and Sharlene Deborah Jones
Apr. 4	Worcester	Barry, Georgia Brown	Jeffrey Arno and Anne Augusta Kress
Apr. 6	Boston	McHarg, Roderick Lowe	Jeffrey Clay and Elaine Agnes Dors
Apr. 7	Concord	Nichols, Jr., Lane Stafford	Lane Stafford and Sheri Jean Gregory
Apr. 10	Cambridge	Geraghty, Meredith Robin	Edmund Patrick and Patricia Gail Gagnon
Apr. 11	Boston	Denault, Megan Eliot	Charles Adrian and Mary Katharine Carpenter
Apr. 11	Concord	Gostanian, Alexander Robert	Robert James and Linda Marie Cairns
Apr. 13	Concord	Place, Jayne Leigh	Dana Wakefield and Melinda Kay Jenkins
Apr. 13	Concord	Scherer, Elizabeth Anne	Randall Darwin and Estrelette Annette Bennett
Apr. 15	Concord	Nichols, Krista Marie	Leonard Stanley and Ganis Ann Gardner

Apr. 16	Concord	Deveber, Lesley Anne	Jeffrey Leverett and Marjorie Anne Cox
Apr. 18	Concord	Arena, Michael Stephen	Natalie Nathan and Theresa Irene O'Brien
Apr. 19	Concord	Knights, Elizabeth Courtney	Edwin Brooke and Lynn Valare Courtney
Apr. 20	Concord	Kaminski, Matthew Michael	Michael Joseph and Joan Mary Pagnano
Apr. 23	Concord	Wurster, Randall Patrick	Michael Eric and Martha Estelle Robinson
Apr. 26	Concord	Kimball, John Allen	Keith Allen and Deborah Jean Wilkinson
Apr. 28	Concord	Lawson, Kimberly Sara	Terry and Patricia Buckley
Apr. 29	Concord	Bross, Christopher David	David Stewart and Sherry Lee Lawrence
Apr. 29	Waltham	Busa, Jenna Catherine	Daniel Peter and Jody Beth Pollins
Apr. 29	Waltham	Busa, Andrew Charles	Daniel Peter and Jody Beth Pollins
Apr. 29	Newton	Dorrance, Samuel Larned	Thomas William and Brenda Lynn Cooper
Apr. 30	Concord	Wells, Ryan Lee	Kenneth Lee and Sharon Ann Waldron
May 2	Newton	Ward, Brittany Logan	Richard Joseph and Mary Catherine Laboissonniere
May 5	Concord	O'Leary, Michelle Elizabeth	Richard Mark and Julie Ann Larson
May 8	Concord	Donaldson, Brian Michael	Edward Joseph and Elina Emerencia Maruli
May 8	Concord	Ephraim, Jason Christopher	Emmanuel and Paula Marie Butler
May 10	Newton	Bergart, Andrea Beth	Jeffrey Glenn and Marlene Halpern
May 12	Concord	Flanary, Elizabeth Anne	David Michael and Margaret Mary Scanlan
May 12	Concord	Prosnitz, Carissa Lynn	Eric William and Gabrielle Choromanski
May 14	Concord	Prahl, Carl Andrew	Gary Ernest and Suzanna Jean Pineda
May 16	Boston	Bloomstran, Kristin Leigh	Floyd David and Katherine Louise Lynch
May 17	Concord	Austin, Jenna Lynn	Robert Willard and Janet Anne Seale
May 19	Concord	Butler, Katherine Viola	Neal Ralph and Jean Humphrey
May 22	Concord	Tabor, Elizabeth Katharine	Robert Jay and Victoria Nickerson
May 23	Concord	Bliss, Daniel Robertson	David Guy and Linda Robertson
May 25	Concord	Marcewicz, Matthew James	Scott Allen and Adair-Lee Hoyt
May 27	Concord	Shedd, Daniel Timothy	Walter Milo and Eileen Marie Shaffery
June 3	Concord	Sim, Edward Jiwon	Kyae Sig and Hyun Sook Kim
June 4	Concord	Houle, Daniel James	Thomas Michael and Barbara LeBaron Taylor
June 4	Worcester	Ricciardi, Daniel Paul	Paul Anthony and Kathleen Marie Lane
June 4	Waltham	Scesny, Jared Edward	John Edward and Therese Marie McPhee
June 7	Concord	Carsten, Thomas Joseph	Ronald David and Brenda Marie Marshall
June 8	Newton	Malo, Alex Albert Alfred	Rene Bernard and Karin Fenijn
June 8	Fitchburg	Polster, Zachary John	David Joel and Rebecca Mary Nash
June 12	Concord	Bryan, Caroline Ann	Ronald Ellis and Judith Helen Serafine
June 19	Boston	Geehan, Douglas Edward	Wayne Edward and Susan Elizabeth Glendon
June 21	Boston	Sagar, Alastair Barnaby Marc	Harvey James and Shirley Anne Gill
June 24	Concord	Cohen, Natalie Louise	Mark William and Jennifer Susan Daly
June 25	Concord	Buckley, Abigail Lynne	David Edward and Lisa Shevyns Dox
June 26	Boston	Latina, Matthew Brian	Brian Peter and Kathleen Patricia Hanley
June 28	Cambriège	Wilczek, Jessica Magdalena	Joseph Wolfgang and Karen Mary Garvey
June 29	Concord	Burke, III, William Joseph	William Joseph and Hailao-Hua Kuo
June 30	Concord	Peabody, Megan Linn	David Michael and Pamela Linn Ferris
July 1	Concord	Reilley, Matthew James	James Francis and Denise Joy Howard
July 2	Boston	Moase, Alexander Fraser	Kenneth Fraser and Marie Elise Bodensiele

July 5	Concord	Pavlock, Amanda Elizabeth	Dennis Francis and Sherill Lynn Elmer
July 5	Concord	Stout, Christopher William	Robert Anton and Karen Kussin
July 7	Concord	Castonguay, Andrea Lee	Michael Roger and Denise Lauze
July 7	Concord	Sokolowski, Charles Yash	William Paul and Deborah Kay Howard
July 8	Concord	Schule, Jessica Louise	Bailey John and Janet Louise Silva
July 13	Concord	Sarno, Marc Francis	Ralph Michael and Barbara Ann Smith
July 14	Concord	Billingslea, II, James Paul	James Paul and Cynthia Gladys Mowatt
July 15	Concord	Harris, Damien Tremaine	Ricky Alonzo and Debra Jean Burdette
July 15	Concord	Mehta, Rahul Shekhar	Shekhar Ishwarlal and Bharti Shah
July 15	Concord	Merrick, Marion Woodward	Rollie Birdsall and Marion Woodward Atchley
July 16	Concord	Carney, Timothy James	Daniel Maurice and Sandra Joyce Hill
July 19	Concord	Bartlett, Nicholas Shane	John Reed and Pamela Joy Rowland
July 22	Concord	Harris, Abigail Shanley	Michael Cain and Paula Marie Shanley
July 24	Concord	Lombardi, Brad David	David Frank and Lynne Alice Barrasso
July 26	Boston	Fanning, Justin Christopher	Edmund and Frances Ann Frydryk
July 26	Concord	Davis, Jr., Alexander McDonald	Alexander McDonald and Mary Elizabeth Kreider
July 28	Concord	Primiano, Erin Elizabeth	Dana Frank and Karen Lee Sebastynowicz
July 29	Concord	Emerson, Kairlyn Leigh	David Rogers and Catherine Gemma Bulger
July 30	Concord	Gustafson, Derek Millard	Kirk Eric and Sherry Lynn Millard
Aug. 2	Concord	Lawall, Patricia Catherine	Peter Westcott and Jeannine Marie Shelton
Aug. 2	Concord	Ozarowski, Alan Peter	Paul Peter and Beth Ellen Sundstrom
Aug. 2	Concord	Patrick, Justin Kyle	Charles Curtis and Bette Rhea Davis
Aug. 3	Concord	Fund, Ariane Ida	Glenn Harvey and Maida Sue Goldblatt
Aug. 3	Concord	Laroche, Michael Christopher	Raymond Lionel and Carolyn Ann Cosenze
Aug. 5	Concord	Eddy, Brian James	Robert Edward and Lynette Marie Benson
Aug. 7	Concord	Crimmin, Rebecca DeVeer	David Karl and Cynthia Lee Whipple
Aug. 8	Concord	Olivier, Michaela Elizabeth	Richard Alfred and Maria Teresa McCarthy
Aug. 11	Concord	Hamwey, Joshua James	Paul James and Pamela Ann Bergin
Aug. 14	Boston	MacFarlane, Courtney Beth	Ivor Stephen and Diane Nancy Berzin
Aug. 15	Winchester	Wasserboehr, Jennifer Lee	Paul Robert and Shirley Yee
Aug. 15	Concord	D'Ambr, Emily-Anne	Robert Joseph and Leigh-Ann Robinson
Aug. 22	Boston	Skipper, Christian Orin	Carl Vincent and Kelly Maureen McCanham
Aug. 23	Concord	Hemdal, James Robert	Gary Louis and Ann Lucille Marciano
Aug. 23	Concord	Klein, Tyler Noel	Jeffrey Alan and Suzanne Simone Borodine
Aug. 26	Concord	DiBona, Catherine Marguerite	Anthony Paul and Janice Rose Abelli
Aug. 26	Concord	Melon, Wilson Judd	Francisco and Linda Suzanne Bursaw
Aug. 27	Boston	Benotti, Jacqueline Amy	Raymond Joseph and Nancy McMullin
Aug. 27	Cambridge	Digue, Jeffrey Charles	Paul Joseph and Susan Ellen Sweny
Aug. 27	Concord	Hanson, Erin Michelle	Raymond Lester and Kathleen Kae Florence
Aug. 29	Newton	Roessel, Emily Budowsky	Mark Christopher and Dana Helen Budowsky
Aug. 30	Leominster	Swaim, Amanda Tiffany	Loring Tiffany and Rita Marie Mullaumphy
Sept. 2	Concord	Tajima, Laura Emi	Yusuke and Mary Eleanor Totman
Sept. 3	Concord	Bean, Leanne Adora	Forrest Emerson and Sandra Lee Finneault
Sept. 5	Waltham	Wagner, Jr., Scott Billings	Scott Billings and Victoria Franceska Cushera
Sept. 6	Concord	Benson, Wardlow Willis	Jon and Pamela Wardlow Lynn
Sept. 6	Newton	Briand, Elizabeth Claire	James Thomas and Rosalie Elaine Gibson
Sept. 7	Waltham	Marshall, Jennifer Lee	Richard Bernard and Valerie Ann Coxall
Sept. 9	Boston	Schroeder, Eric Mohnkern	Stephen Howard and Mary Elizabeth Shaughnessy
Sept. 14	Boston	Hauptman, Molly Sara	Clifford David and Susan Alice Alterman

Sept.19	Concord	Sifleet, Todd William	William Lund and Jean Drumm
Sept.20	Concord	Adams, Carlissa Montemagni	Theodore Monahan and Mary Angela Montemagni
Sept.20	Concord	Kemp, Sarah Elizabeth	Steven Paul and Barbara Ann Gotschall
Sept.22	Acton	Gregory, Jonathan Alden	Scott Darwin and Carol Ann Sydenstricker
Sept.23	Cambridge	Backe, Alexis Kristen	Bruce Edward and Claudia Ellen Siebel
Sept.23	Concord	Sheldon, Margaret Barlow	Kenneth Fulton and Heather June Barlow
Sept.26	Cambridge	Lowe, Jeffrey Bradford	Jeffrey Burton and Deborah Elizabeth Sallase
Sept.30	Concord	Kennedy, Bethany Jane	Albert Edward and Elizabeth Frances Kobylnski
Oct. 4	Concord	Milhomme, Amy Elizabeth	Edward Francis and Catherine Joahanna Furtaw
Oct. 4	Concord	Palmer, Justin Emerson	Glenn Emerson and Linda Cathrine Spurling
Oct. 5	Concord	Lefave, Nicole Marie	Richard Thomas Christopher and Linda Jean Greenlaw
Oct. 9	Concord	Kravis, Alexandria Way-Wun	Harvey Lane and Lin-Mei Hsu
Oct. 10	Concord	Fleming, Mary Elizabeth	Edward Thomas and Lana Marie Molica
Oct. 10	Beverly	Nagle, Brendan Joseph	Joseph Norbert and Kathleen MaryLouise Dudziak
Oct. 12	Boston	Knopf, Anne Elisabeth	John Lawrence and Lisa Ann Sultzman
Oct. 19	Concord	Bartlett, Christopher Manning	Ralph Hollis and Priscilla Lee Mueller
Nov. 1	Concord	Harbaugh, Brett Ryan	Jack Eugene and Jana Louise Thayer
Nov. 8	Concord	Warfield, Jennifer Christine	William Anthony and Carol Saxon Williams
Nov. 9	Boston	Sudame, Vineet Prafulla	Prafulla Shankar and Snehlata P. Shandya
Nov. 10	Wal tham	Ci tro, Joseph Anthony	Anthony James and Patricia Anne Ruggiero
Nov. 11	Concord	Cavooto, Joseph Thomas	Thomas William and Donna Yvette Tambling
Nov. 14	Concord	Berger, Cassandra Lee	Ralf Allen and Jessica Michelle Michelson
Nov. 14	Concord	Dorsey, Nicholas Daniel	Daniel Otho and Debra Ann Santosuosso
Nov. 15	Boston	Shanahan, Katherine Eileen	Peter and Suzanne Margaret Smith
Nov. 18	Concord	Towne, Joshua Bradford	Bradford Earle and Kathleen Jean Ahern
Nov. 18	Acton	Vazquez, Elizabeth	Luis Roberto and Emelina Pacheco
Nov. 19	Concord	Dietrich, James Robert Prescott	Robert Eric and Patricia Iris Prescott
Nov. 20	Concord	Katavola, Ann-Marie	Daniel Spiro and Teia Rita Rivers
Nov. 21	Concord	Widrick, Cassandra Lynn	Nathan Paul and Wendy Sue Doerfler
Nov. 23	Concord	Scanlon, Sean Mitchell	Michael Roger and Monica Mitchell
Dec. 3	Concord	Freeman, Linnea Ruth	Charles Farron and Ruth Lucille Stepnowski
Dec. 5	Concord	Carr, Joseph Edward	Brian Michael and Noreen Ann French
Dec. 6	Concord	Derderian, Michael Daniel	Michael Joseph and Catherine Ann Brogna
Dec. 6	Wal tham	Simpson, Christopher Philip	Robert Charles and NancyLee Collins
Dec. 7	Boston	Siegel, Ethan Robert	Stuart Burton and Debra Lynn Swartz
Dec. 11	Concord	Simpson, Bret Michael	Richard Dale and Rachael Anne Tiffany
Dec. 12	Concord	Warren, Margeaux Amelia	Richard Bennett and Valerie Jean Bedford
Dec. 15	Concord	Anselmo, Michael Joseph	Bruce Edward and Nancy Lee Tiano
Dec. 18	Concord	Peterson, Caroline Mary	Richard Charles and Nancy Carol Street
Dec. 18	Concord	Puglisi, Bennett Scott	Paul Felix and Millicent Helen Fiedler
Dec. 18	Concord	Thompson, Caitlin Marie	David Michael and Judith Ann Jesiolowski
Dec. 20	Concord	Horan, Meghan Kathleen	Michael Francis and Kathleen Marie Burke
Dec. 22	Concord	Joy, Cristina Jane	John Philip and Sara Churchville
Dec. 24	Framingham	Moore, Mary Siobhan	Allan Bruce and Kathleen Jo Fisher
Dec. 28	Concord	Hellwig, Thomas Hans	Dirk Kurt and Karla Elisabeth Heincke
Dec. 29	Concord	Niederhauser, Alex James	Orson Alfred and Martha Helen Ure

Deaths

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>	<u>DATE</u>	<u>NAME</u>	<u>AGE</u>
Jan. 7	Kelly, Ethel Emily	81	June 16	Kennaugh, Scott Andrew	16
Jan. 9	Gates, James Norman	73	June 18	Stanley, Jennie Annette	100
Jan. 18	DeSouza, Sarah	95	June 21	Michael, Charles C.	83
Jan. 19	Duston, John Henry	64	June 24	Barker, Sigrid F.	91
Jan. 28	PolSELLI, Bernard F.	61	June 29	Orechia, Joseph A.	80
Jan. 29	Steeves, Bertha	70	June 30	Noke, Gary Peter	27
Jan. 30	Honebon, Lucy	88	July 9	Kelly, John Franklin	85
Jan. 30	Mayer, Joseph C.	62	July 12	Hartwell, Russell G.	83
Jan. 31	McCarthy, Charles Snow	93	July 12	Martell, Marion Elizabeth	89
Feb. 11	Beecher, Marion E.	96	July 17	Newth, Paul Henry	87
Feb. 13	Barker, Stella P.	80	July 18	Gardella, Ronald Frederick	56
Feb. 15	Trainor, Helen Marie	65	July 20	Caulfield, Mary Willie	74
Feb. 16	Winter, Katherine B.	85	July 26	Wray, Cecil M.	88
Feb. 19	Thompson, Laura R.	77	July 28	Slavin, John Edward	54
Feb. 25	Smith, Ella	97	July 3	Cram, Lois M.	88
Mar. 4	Manca, Brenda L.	16	Aug. 1	Werner, Walter P.	77
Mar. 4	O'Brien, Raymond R.	37	Aug. 10	Basile, Maria	85
Mar. 10	Rose, John S.	57	Aug. 13	Cotter, Lillian Alice	82
Mar. 14	Cox, Ernest L.	47	Aug. 14	Kendrick, Margaret Mary	79
Mar. 14	Hayward, Russell D.	64	Aug. 17	Beal, Erwin W.	92
Mar. 16	Schlier, Charles Lester	91	Aug. 17	Foster, Frances	97
Mar. 19	Flagg, Edna H.	92	Aug. 22	Putnam, Ervin D.	78
Apr. 2	Irving, Letticia	98	Aug. 27	Comey, Howard W.	61
Apr. 2	Mollica, Virginia Louise	82	Aug. 27	Eisner, Edgar J.	86
Apr. 4	Maguire, Paul Gregory	38	Aug. 28	Wood, Marion I.	96
Apr. 9	Chabinsky, Elizabeth Jane	59	Aug. 29	Ward, Charles Lakeman	88
Apr. 9	Donovan, Lawrence T.	77	Aug. 29	Willis, Mary Elizabeth	64
Apr. 10	True, Ella Mason	84	Sept. 1	Dodge, Carrie Mabel	100
Apr. 14	Bateman, Marion O.	86	Sept. 9	Gaudet, William J.	86
Apr. 18	Buxton, Devena Eileen	65	Sept. 12	Woodward, Elsie L.	86
Apr. 27	Edwards, Helen R.	93	Sept. 28	Westcott, Anne J.	96
Apr. 30	Misievicz, Margaret Louise	74	Oct. 24	Christian, Raymond V.	66
May 2	Condon, Jr., John Henry	94	Nov. 2	Hawes, Anna McKay	89
May 5	Andrew, Sarah	83	Nov. 10	Shea, Anna	88
May 10	True, Charles H.	68	Nov. 11	Leary, Robert E.	59
May 18	Worthley, Milton C.	74	Nov. 13	Clark, Mildred Florence	87
May 21	Burger, Margaret	77	Nov. 15	Christofferson, Mildred	59
May 22	Franklin, Edna L.	88	Nov. 28	Cunningham, Walter William	98
May 22	Fraser, Margaret Mary	88	Nov. 30	Ryan, Addie	95
May 31	Nelson, Gladys D.	72	Dec. 1	Smoltees, Peter M.	70
June 8	Kent, Mary Cecelia	97	Dec. 11	Durkin, William Joseph	85
June 11	Rusling, Edith Helen	89	Dec. 20	Fields, Walter J.	75
June 12	Blake, Margery A.	82	Dec. 25	Priest, Harold A.	91
June 13	Pettitt, Margaret A.	87	Dec. 30	Sweeney, James Wilfrid	58

Elections

RECORD OF DEMOCRATIC PRIMARY HELD ON MARCH 13, 1984

	Pct.1	Pct.2	Pct.3	Pct.4	Pct.5	Pct.6	Total
Whole Number of ballots cast	314	381	388	375	393	308	2159

PRESIDENTIAL PREFERENCE

Jesse Jackson	13	8	7	10	15	10	63
Gary Hart	121	155	167	153	191	127	914
Reubin Askew	0	0	0	0	2	2	4
George Mc Govern	89	96	113	106	103	86	593
Walter F. Mondale	62	72	61	62	51	58	366
Ernest F. Hollings	0	3	1	0	0	0	4
Alan Cranston	0	1	0	1	3	1	6
John Glenn	25	37	28	39	25	22	176
Ronald Reagan	0	0	0	4	2	0	6
No Preference	1	2	0	1	0	0	4
Blanks	3	7	7	3	1	2	23

STATE COMMITTEE MAN

Chester G. Atkins	228	295	305	297	301	232	1658
Blanks	86	86	83	78	92	76	501

STATE COMMITTEE WOMAN

Barbara H. Rowe	207	249	266	263	279	217	1481
Blanks	107	132	122	112	114	91	678

TOWN COMMITTEE

GROUP 1.

Gregory M. Jarboe	172	225	249	227	229	177	1279
Maureen R. Pasik	172	190	219	209	198	172	1160
Laura F. Pasik	166	190	212	207	196	167	1138
Mary E. Welch	176	204	207	210	194	168	1159
Valerie J. Sipprelle	168	205	205	197	188	168	1131
Dorothy D. Karwin	166	185	199	193	183	165	1091
Marjory Taylor-DeMaster	168	189	205	198	196	166	1122
Dean R. DeMaster	159	183	197	196	198	162	1095
Harry C. King	181	181	197	196	181	163	1099
Arthur R. Osborn, Jr.	162	186	199	203	195	168	1113
Margaret G. Korde	167	197	205	203	203	168	1143
Lawrence M. Weil	165	182	200	195	187	164	1093
Benjamin Rulf	155	188	204	207	184	162	1100
William J. Gately	161	213	216	215	196	175	1176
Dennis G. Agin	162	195	197	209	192	172	1127
Christine Agin	171	208	206	208	197	178	1168
Richard Paul O'Brien	177	224	227	220	205	170	1223
Robert Scherer	161	183	203	206	189	165	1107
Joseph R. Peters	160	184	197	200	182	164	1087
Helen E. Murphy	175	202	206	207	199	173	1162
Henry M. Young	161	193	201	201	193	176	1125
Richard J. Heffernan	161	185	203	195	201	168	1113
John E. Ormsbee	179	229	234	231	234	177	1284
Helen R. Rutledge	166	198	199	198	183	169	1113
Elizabeth A. Barbadoro	169	193	210	208	190	171	1141
Janice C. Brathwaite	169	197	206	203	187	167	1129
Louise S. Ormsbee	179	223	215	220	218	173	1228
Evelyn Olschewski	171	220	217	209	206	169	1192
Paul X. Welch	169	189	200	201	189	167	1115
James M. Bonnar	165	197	212	201	196	169	1140
Blanks	5942	7198	7331	5943	7857	5703	40974

GROUP 2

Pamela Kelly	4	5	1	3	3	2	18
C. Quinton Brathwaite	5	4	1	3	3	1	17
Harriet Mintz	6	5	0	3	3	1	18

RECORD OF REPUBLICAN PRIMARY HELD ON MARCH 13, 1984

	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Totals
Whole Number of ballots cast	52	107	75	73	90	47	444

PRESIDENTIAL PREFERENCE

Ronald W. Reagan	44	90	59	64	79	36	372
No Preference	1	7	7	4	4	6	29
George McGovern	1	0	0	0	0	0	1
Blanks	6	10	9	5	7	5	42

STATE COMMITTEE MAN

James H. Stoessel	11	27	16	13	20	9	96
Terry L. Page	1	10	5	2	0	4	22
Samuel J. Phillips	36	64	47	52	65	31	295
Blanks	4	6	7	6	5	3	31

STATE COMMITTEE WOMAN

Karey D. Brown	30	76	56	51	70	34	317
Mary-Lee King	14	23	12	13	16	9	87
Blanks	8	8	7	9	4	4	40

TOWN COMMITTEEGROUP 1

Patience H. MacPherson	36	89	61	55	58	29	328
Rita Leys Dolan	29	82	60	53	49	26	299
John H. Loring	41	95	62	60	74	37	369
Nancy B. Colson	29	82	60	52	54	25	302
William L. Kingman	30	79	61	49	49	25	293
William C. Sawyer	35	80	59	54	55	25	308
E. Wilson Bursaw	26	86	61	54	65	32	324
Richmond P. Miller, Jr.	30	76	60	50	53	25	294
Theron A. Lowden	29	76	58	48	58	27	296
Tatiana F. Loring	33	83	60	51	65	28	320
Karey D. Brown	31	78	58	47	63	28	305
Katherine F. Arnold	29	73	59	47	58	24	290
Constance B. Weare	28	73	57	46	52	27	283
Norman Veenstra	31	80	59	48	53	31	302
Jean B. Haney	28	73	59	46	51	27	284
John G. Sabbey	29	75	61	46	50	22	283
John teDuits	29	76	60	47	53	27	292
Diane B. Horan	28	70	55	45	54	27	279
Norman E. Weare	29	74	56	47	56	27	289
Joseph A. Pinto	30	76	55	46	50	25	282
Janice J. Stanley	28	73	57	47	53	27	285
Charles E. Orcutt, Jr.	30	79	60	54	59	28	310
Mary Jane F. Merrill	34	77	59	50	51	27	298
David S. Lee	28	79	58	46	51	25	287
Howard F. Canning	29	77	58	46	51	24	285
Janet A. Bubier	32	79	61	51	50	29	302
Frederick H. Bubier	31	80	61	52	52	28	304
Blanks	998	1625	1030	1218	1663	886	7447

RECORD OF TOWN ELECTION HELD APRIL 2, 1984

	Pct.1	Pct.2	Pct.3	Pct.4	Pct.5	Pct.6	Total
Whole Number of ballots cast	69	180	212	179	168	117	925

MODERATOR, One Year

Donald MacKenzie	67	161	187	160	149	103	827
Blanks	2	19	25	19	19	14	98

SELECTMEN, Three Years (2)

Pamela P. Resor	60	142	167	145	125	91	730
F. Dore Hunter	49	117	139	129	113	76	623
Blanks	29	101	118	84	98	67	497

SCHOOL COMMITTEE, Three Years (2)

Ellen Holway	48	123	131	144	107	77	630
Robert Evans, Jr.	38	112	131	117	103	71	572
Margaret Pieper	31	67	107	62	62	47	377
Blanks	21	58	55	35	64	38	271

TRUSTEE OF MEMORIAL LIBRARY, Three years (1)

Helen E. Murphy	61	152	181	150	148	101	793
Blanks	14	46	39	36	30	26	191

ACTON HOUSING AUTHORITY, Three years

Leah Nazarian	55	134	173	143	138	91	734
Blanks	14	46	39	36	30	26	191

ACTON HOUSING AUTHORITY, Two Years

Barbara S. Yates	62	144	172	150	135	88	751
Blanks	7	36	40	29	33	29	174

RECORD OF DEMOCRATIC PRIMARY HELD ON SEPTEMBER 18, 1984

	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
Whole Number of Ballots Cast	325	440	439	436	456	342	2438

SENATOR IN CONGRESS (1)

David M. Bartley	9	15	12	16	20	11	83
Michael Joseph Connolly	7	16	11	17	16	11	78
John F. Kerry	65	93	98	111	116	85	568
James M. Shannon	238	298	309	282	293	227	1647
Blanks	6	18	9	10	11	8	62

REPRESENTATIVE IN CONGRESS

Chester G. Atkins	279	355	373	366	365	292	2030
Philip L. Shea	34	65	51	56	75	44	325
Blanks	12	20	15	14	16	6	83

COUNCILLOR

Herbert L. Connolly	131	172	184	184	172	123	966
Raymond P. McKeon	111	133	131	139	137	106	757
Blanks	83	135	124	113	147	113	715

SENATOR IN GENERAL COURT

Michael P. Hogan	47	43	53	37	66	32	278
Joseph W. Mullin	160	218	213	253	226	190	1260
Jon E. Zion	86	130	134	105	120	88	663
Blanks	32	49	39	41	44	32	237

REPRESENTATIVE IN GENERAL COURT (1)

Henry J. Dane	47	51	49	75	53	44	319
Jay Hogan	60	115	158	114	139	86	672
John E. Ormsbee	181	244	193	213	223	187	1241
Blanks	37	30	39	34	41	25	206

REGISTER OF PROBATE (1)

Paul J. Cavanaugh	229	272	295	285	285	217	1583
Blanks	96	168	144	151	171	125	855

COUNTY COMMISSIONER (2)

Thomas J. Larkin	174	203	235	250	202	171	1235
Michael E. McLaughlin	124	139	148	154	136	128	829
Robert W. Keough	39	58	59	54	68	40	318
Albert Joseph Onessimo	17	25	19	18	34	21	134
Anthony D. Pini	22	38	24	22	34	22	162
Blanks	274	417	393	374	438	302	2198

TREASURER (1)

William J. Gustus	122	125	131	117	101	76	672
Rocco J. Antonelli	28	41	34	44	36	43	226
Daniel H. Ballou, Jr.	14	21	26	27	24	29	141
Thomas E. Coughlin	25	23	26	40	39	24	177
Leo F. Henebury, Jr.	8	10	11	11	12	7	59
Joseph E. LeBlanc	25	12	29	19	20	17	122
Vincent J. LoPresti	21	38	35	45	54	30	223
Blanks	82	170	147	133	170	116	818

Recount for the position of Representative in General Court was held upon petition of John E. Ormsbee on October 1, 1984.

Henry J. Dane	47	51	49	75	53	44	319
Jay Hogan	59	114	158	114	139	86	670
John E. Ormsbee	182	243	193	212	224	187	1241
Blanks	37	31	39	34	40	25	206

TOTAL VOTE OF THE REPUBLICAN PARTY HELD ON SEPTEMBER 18, 1984

	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL
WHOLE NUMBER OF BALLOTS CAST	224	368	349	289	324	203	1757

SENATOR IN CONGRESS (1)

Elliott L. Richardson	89	151	116	106	134	72	668
Raymond Shamie	130	203	223	175	177	124	1032
Blanks	5	14	10	8	13	7	57

REPRESENTATIVE IN CONGRESS (1)

Gregory S. Hyatt	86	120	122	96	117	53	594
Thomas P. Tierney	98	171	168	141	150	111	839
Blanks	40	77	59	52	57	39	324

COUNCILLOR (1)

Charles Bradley	0	1	0	0	0	0	1
Blanks	224	367	349	289	324	203	1756

SENATOR IN GENERAL COURT (1)

Argeo Paul Cellucci	150	256	273	220	240	139	1278
Blanks	74	112	76	69	84	64	479

REPRESENTATIVE IN GENERAL COURT (1)

John H. Loring	175	305	304	257	278	168	1487
Blanks	49	63	45	32	46	35	270

REGISTER OF PROBATE (1)

Blanks	224	368	349	289	324	203	1757
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COUNTY COMMISSIONER (2)

Nicholas S. Polio	153	246	257	213	222	142	1233
Blanks	295	490	441	365	426	264	2281

TREASURER (1)

Edward Young	0	2	0	1	0	0	3
Blanks	224	366	349	288	324	203	1754

RECORD OF MASSACHUSETTS STATE ELECTION
HELD NOVEMBER 6, 1984

	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Total
Whole Number of Ballots Cast	1481	1543	1558	1601	1652	1308	9143

PRESIDENT & VICE PRESIDENT

Mondale & Ferraro	665	610	660	648	689	551	3823
Reagan & Bush	763	880	878	907	914	723	5065
Serrette & Ross	4	0	1	5	8	4	22
David Bergland & James Lewis	0	0	1	0	0	1	2
Gary Hart	1	0	0	0	0	0	1
Jackson & Ferraro	0	0	0	0	1	0	1
Blanks	48	53	18	41	40	29	229

SENATOR IN CONGRESS

John F. Kerry	767	641	741	726	786	617	4278
Raymond Shamie	650	822	769	803	805	643	4492
Elliot Richardson	0	2	0	0	0	0	2
A. F. Miller	0	0	1	0	0	0	1
Blanks	64	78	47	72	61	48	370

REPRESENTATIVE IN CONGRESS

Chester G. Atkins	889	878	882	904	931	778	5262
Gregory S. Hyatt	530	612	629	634	648	486	3539
Blanks	62	53	47	63	73	44	342

COUNCILLOR

Herbert L. Connolly	883	939	976	980	948	783	5509
Blanks	598	604	582	621	704	525	3634

SENATOR IN GENERAL COURT

Argeo Paul Cellucci	576	745	728	726	755	588	4118
Joseph W. Mullin	729	674	725	725	718	601	4172
Blanks	176	124	105	150	179	119	853

REPRESENTATIVE IN GENERAL COURT

John H. Loring	781	1022	999	990	1086	845	5723
Henry J. Dane	538	437	478	492	444	379	2768
John Ormsbee	0	0	1	0	0	0	1
Blanks	162	84	80	119	122	84	651

REGISTER OF PROBATE

Paul J. Cavanaugh	922	969	991	1004	985	804	5675
Blanks	559	574	567	597	667	504	3468

COUNTY COMMISSIONER

Thomas J. Larkin	692	710	740	737	714	589	4182
Michael E. McLaughlin	556	498	542	523	527	429	3075
Nicholas S. Polio	562	739	757	733	768	618	4177
Blanks	1152	1139	1077	1209	1295	980	6852

TREASURER

William J. Gustus	876	928	965	982	955	779	5485
Blanks	605	615	593	619	697	529	3658

QUESTION ONE

Shall the Representative from this district be instructed to vote in favor of legislation, resolutions, or constitutional amendments to balance the state and federal budgets and to retire the national debt, not by increasing taxes, additional fees, expanded borrowing, or revenue-enhancement measures, but by a reduction in spending.

YES	1012	1040	1084	1112	1136	894	6278
NO	271	306	287	295	282	251	1692
Blanks	198	197	187	194	234	163	1173

Our Heritage

Acton Historical Commission

During the past year we continued research of properties and structures presently standing on them. We are always hopeful of finding an early structure and often a renovation will reveal one. We have also continued to inventory the early records of the town, but our work load has not allowed completion of this.

All of the plans for new roads and developments that come before the Planning Board must also be studied by the Acton Historical Commission for existing historical and archeological artifacts that would be destroyed. In most cases, nothing of significance was found. We must note with regret the demolition of the barn and out-buildings at the Reformatory Farm, corner of Wetherbee Street and Route 2, and the recent loss of the last Railroad Station by fire.

We conducted the research necessary to petition the Massachusetts Historical Commission to place Exchange Hall (1860) and Jones Tavern (1732) on the National Register of Historical Places.

Approximately 15 requests for information were received and answered. Most of the time we are able to obtain the desired information through our members or files but occasionally other organizations or individuals are called upon. We are privileged to have this relationship and thank all who assisted us in this respect.

During the next year we will develop more of the inventory for the State Historical Commission. We plan to produce a booklet with pictures of buildings and other places of historic interest in Acton for the 250th Anniversary Celebration.

William Klauer, Chairman
Sonja Bursaw
Anita Dodson
Elizabeth Conant
Robert Nylander

250 th Celebration Committee

Acton 250th Celebration Committee

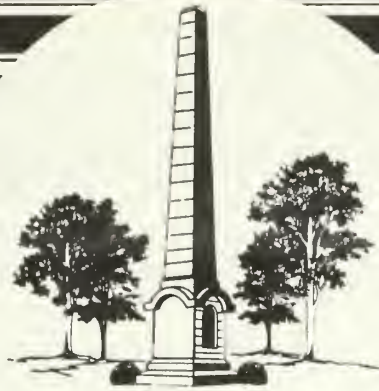
As Acton approaches the two hundred fiftieth year of its incorporation, the Acton 250th Anniversary Celebration Committee seeks representatives from all local service groups and town government to create and chair committees for the proposed 1985 calendar of exciting events and ambitious activities for all ages. This unique opportunity does not occur again until 2035!

Our enthusiastic volunteers meet monthly at general meetings in Town Hall, with sub-committees, and as an executive board to complete a 13 month community calendar of more than 130 offerings.

The goals of the Acton 250th Anniversary Celebration Committee are: to increase community togetherness, to promote meaningful programs, to establish living legacies, and to commemorate our past, present and future.

During this year of preparation and planning, 1984 finds the Board of Selectmen and the Acton Historical Society hosting the Morris Men Dancers of England, the Georgia E. Whitney Fund bringing the Vermont Symphony Orchestra to Acton, and the Acton Junior Women's Club sponsoring a "Vintage Years Fashion Show" to raise money for Town clock tower repair.

The enjoyable and successful Acton 250 December "Festival of Sharing" presents the first Acton Community Chorus "Messiah" Sing, a "Bahama Holiday" kick-off vacation party for high school students and alumni by the new Parent Support group and the Acton 250th Anniversary Celebration Committee, an old fashioned Community Outreach Caroling Party with hayrides by our Church Youth groups, and Town Conservation Lands ready for winter recreational use through the efforts of the Acton Boy Scouts.



Acton's 250th Anniversary

1735-1985

A "Volunteer Appreciation Party" at Acton Corporation in January recognizes the achievements of all Acton 250th volunteers and honors well-known Acton residents: Acton's first lady Selectman, Mary Hadley; George Tuttle and Harlan Tuttle, sons of Acton's 1935 Celebration General Chairman, Horace F. Tuttle; and informed and concerned citizen, John MacKay Whittier.

Mary and Theron Lowden and Dorothy Whipple are presenting as a family gift to the Town at this time their framed panorama of the July 22, 1935 celebration for display at Town Hall.

The "Official Opening Ceremonies of the Acton 250th Celebration - Fund Raising, Dedication, and Public Reception" by the Selectmen, Minutemen, Public Ceremonies Committee, and Acton 250th Celebration Committee follows on February 16, 1985. The Acton 250th Anniversary Flag is being commissioned by the Acton Minutemen with Robert Conquest, logo artist, as consultant.

Future 1985 festivities feature a Graduation Reception for the Class of 1985 and a Thanksgiving Football Game Reception, a Silver Tea for Senior Citizens honoring Acton's Octogenarians, a World War II Reunion for Veterans and their families, the Senior Citizens' Prom, plus numerous performing arts events as the Acton-Boxborough Regional School District observes its thirtieth anniversary, and local schools look back to their beginning in 1735.

The Acton 250th Celebration Committee is committed to complement Acton's annual events with additional Patriot's Day, Memorial Day,

and Independence Day activities, and to extend our Town's celebrations with an array of extraordinary events: the Gala Acton 250th Anniversary Ball in May, the Acton 250th Heritage Festival in June, the Acton 250th Official Incorporation Observance in July. The entire community is invited to join the Acton 250th Parade of Progress ready to roll on September 22nd in conjunction with pre-parade performances on the 21st, the Minutemen's Colonial Fair, a post-parade reception and special Theatre III Musical Production.

Plans are progressing for town benches, historic markers, a commemorative quilt, commemorative rug, a commemorative stamp, and a medallion; a bandstand, textile exhibit, shade trees, oral histories, published historical documents, Girl Scout "Acton" badges, and a time capsule for 2035.

Acton 250 posters designed by Acton artist, Alfred Olschewski, are being distributed to local businesses. Their generosity is greatly appreciated. Adams-Russell is filming major happenings for posterity, and local papers are providing calendar coverage.

We are a Town appointed committee with limited funding. Citizen support is essential, and new members are always welcome.

In anticipation of a memorable year ahead, "HAPPY BIRTHDAY, ACTON!"

Ellen Holway, Chairman
Acton 250th Celebration
Committee

Acton's 250th Anniversary Celebration Calendar
"A 13 Month Calendar of Events for All Ages !"

<u>December 1984</u>	<u>A Festival of Sharing</u>
Friday, 7th 4:00 PM	. Annual Town Tree Lighting Ceremony by Harlan Tuttle. At Town Hall with Reception by Acton Selectmen
Sunday, 9th 4:00 PM	. "Christmas in Acton - A Christmas Party" at Hosmer House Acton Historical Society - Hostesses: E. Holway, S. Schmidt; Carols by ABRHS Choir - Gail Tolman, Director
Monday, 10th 8:00 PM	. First Acton Community Chorus "Messiah" Sing: An invitation to listen or sing-a-long! Susan Kranz and Selma Garber, Chairmen; Paul Johnson, Director. At ABRHS Auditorium.
Wednesday, 12th 7:30 PM	. "Scrooge" by Junior High School Music Department Students At RJGJHS Auditorium - Dale Roberge, Director
Friday, 14th	. As Above
Sunday, 16th 1:30 PM	. Senior Citizens' Holiday Dinner by Acton Girl Scouts At Acton Center Congregational Church
Tuesday, 18th 7:30 PM	. "Bandorama I" by Elementary, JHS and SHS Concert Bands. At RJGJHS Gym. Conductors: Sue Lee, Jon Nicholson, and George Revelas.
Thursday, 20th 7:30 PM	. "Holiday Concert" by JHS Chorus, and SHS Concert Choir, Madrigal Choir; Elementary, JHS and SHS Orchestras at ABRHS Auditorium. Conductors: Howard Bassett, Gail T. Livingston, Jon Nicholson and Dale Roberge
Friday, 21st 6:30 PM	. Acton Community Outreach Caroling Party - Sally Birsinger, Chairman, with Acton Clergy, Lay Interfaith and Youth Groups. Gathering at the Church of the Good Shepard for hayrides, transportation, handbell ringing and old fashioned refreshments. West Acton Baptist Church Junior Handbell Ringers, Sue Lee, director.
Monday, 24th 6:30 PM	. Annual Christmas Eve Carols on the Common at Town Hall with reception - Ray Shamel, Chairman.
Friday, 28th 8:00-11:30 PM	. "Bahama Holiday" Gala Vacation Party for ABRHS Students and Alumni. An Acton 250th Celebration Kick-off Event for youth featuring Caribbean Steel Dance Band, Game Room, disc jockey and Bahama Mama Cafe by Parent Support Group: Carol Emerson and Nyla Witmore, Chairmen. At ABRHS Commons with Door Prizes by local merchants.
<u>JANUARY 1985</u>	<u>Acton Celebration of PAST, PRESENT and FUTURE Commences</u>
Friday, 11th	. Proscenium Circus Competitive Class Plays.
Saturday, 12th 8:00 PM	At ABRHS Auditorium.
Saturday, 26th 8:00 PM	. Senior Talent Show 250 by Class of 1985. At ABRHS Auditorium.
Saturday, 26th	. Boy Scout District Camporee Freezeout in Acton
Sunday, 27th	Hosts: Acton Boy Scouts.
Sunday, 27th 4:00-6:00 PM	. Acton 250 Celebration Committee Kick-off -- A Volunteer Appreciation Party at the Acton Corporation, One Acton Place. Cake cutting by George Tuttle, Harlan Tuttle, John Wittier and Lowell Cram.

- Monday, 28th 6:30-9:30PM . Early New England Wall Stenciling Workshop for Beginners. A five week series by Community Education. Julie A Childs, Instructor.
- Tuesday, 29th 6:30-9:30PM . Wall Stenciling Workshop for Stencilers with Experience A five week series by Community Education. Julie A Childs, Instructor.
- Beginning in January for sixteen weeks . Intergenerational Arts Program at Conant and McCarthy-Towne Schools by teaching and learning about aging and Arts in Progress. Fran Pratt, Coordinator.
- FEBRUARY 1985 Acton 250 Winter Activities for ALL Ages and Abilities
- Sunday, 3rd to Sunday, 10th . Acton Boy Scouts Celebrate Scouting's 75th Birthday with activities, events and displays.
- Wednesday, 6th 7:30 PM . Acton 250th Parade of Progress Planning Meeting. At Town Hall.
- Saturday, 9th 1:00 PM . "Pinocchio" by Puppets Unlimited for Community Education. At RJGJHS Auditorium.
- Saturday, 16th 10:00 AM . Official Acton 250 Anniversary Celebration Opening Ceremonies on the Common around the Monument by Acton Minutemen, Selectmen, and the Acton 250th Committee. Acton 250 Flag Raising and Dedication, Balloon Launch, 250th Memorabilia introduced, fundraisers and projects announced. Reception for ALL at Town Hall.
- Sunday, 17th 6:30 PM . Acton Clocks and Clockmakers: at Acton Center Woman's Club House, by Acton Historical Society with William Klauer, Speaker.
- Saturday, 16th to Sunday, 24th . Town land open for Outdoor Activities by Conservation Commission, Recreation Commission, and Boy Scouts; patrolled by Scouts and Civil Defense. Maps and times available at Saturday Reception at Town Hall.
- Tuesday, 19th 1:00- 2:30PM . Indoor Activities for Senior Citizens and Boy Scouts At Drop-in Center, West Acton Baptist Church.
- . Collection of Games by Local Churches. Rev. William Heuss, Chairman.
- Saturday, 23rd 1:00 PM . Old fashioned Skating Party for ALL ages and abilities with refreshments and games. At Acton Center Congregational Church on Concord Road.
- Saturday, 23rd 11:30 AM . Captain Isaac Davis Birthday Celebration at Davis' birthplace on Arlington Street by Public Ceremonies Committee and Acton Minutemen. Richmond Miller, Chairman.
- Wednesday, 27th 7:00 PM . Proscenium Circus Dinner Theatre. At ABRHS Music Suite.
- Wednesday, 27th 7:30 PM . Acton 250th Celebration General Membership Meeting. At Town Hall.
- MARCH 1985 Spring Planning and Special Programs Time
- Saturday, 2nd 10:00-11:00 AM . "Action on the Acton Map" by Acton Recreation Department. Gymnastics Classes at ABRHS Lower Gym. Lisa Schmidt, Director, with music by the Acton Minutemen
- Sunday, 10th . Concert by the Acton Community Chorus. At the Acton Center Congregational Church

- Friday, 15th 8:00 PM . Concert by SHS Concert Choir and Band. Gail T. Livingston, and George Revelas, Conductors. At ABRHS Auditorium.
- Thursday, 21st 8:00 PM . Concert by JHS Chorus and Band. George Revelas and Dale Roberge, Conductors. At RJGJHS Auditorium.
- TBA . Girl Scout Birthday Week Activities.
- Sunday, 31st 6:30 PM . "Acton's Jesse Livermore - The Boy Wonder of Wall Street" At Acton Center Woman's Club House, by Acton Historical Society with Brewster Conant, Speaker.

APRIL 1985

Acton Patriots Month

- Monday, 1st . 250th Annual Town Election Day
- Tuesday, 2nd . 250th Annual Town Meeting with invitation to Boy Scouts, Girl Scouts and Regional Students to attend. At ABRHS Auditorium, with period dress optional for Town Officials.
- Saturday, 6th to Sun., 14th . Annual Town Clean-up by Student and Adult Services Groups.
- Saturday, 6th . Enormous Egg Hunt with Bunny by Serendipity Child Development Center.
- Wednesday, 10th 8:00 PM . JHS Music and Performing Arts Department Student Musical. Dale Roberge, Director. At RJGJHS Auditorium.
- Saturday, 13th to Monday, 15th . Annual Boy Scout Encampment, Wetherbee Street
 . Arrival of rider; refreshments at the Hosmer House: 7:30 P.M.
 . Annual Pancake Breakfast and Isaac Davis Trail March to Concord; exchange of Parade invitations by Marshals
 . Acton Historical Society Open House for Scrolls, exhibits, memorabilia, demonstrations, & refreshments
 . Commemorative Quilt Dedicated. Ann Guba, Chairman
 . Commemorative Rug Presented. Alice Clough
 . Commemorative Stamp Issued. Ray Shamel
 . Commemorative Medal Introduced for sale
 . Textile History Exhibit, open through May 27th. Anne Forbes, Director
- TBA . Ecumenical Chorus Sing together with Senior Citizens
- TBA . Shade trees planted in South Acton on Arbor Day by SARC. Jeffery Barry, Chairman.
- TBA . Art Show by Acton Public and Acton-Boxborough Regional Schools Art Department. Lidia Scher, Chairman.
- Sunday, 21st TBA . Regional Meeting in Acton of Historical Societies. Hosted by Acton Historical Society. Anita Dodson, President.
- Friday, 26th . ABRHS Musical by ABRHS Music Department
 Saturday, 27th 8:00 PM . At ABRHS Auditorium.
- TBA . Whitney Fund events.

MAY 1985Memories, Music and May Celebrations Month

- Wednesday, 1st to Friday, 3rd . Old fashioned May Day Activities - Students and Senior Citizens
- Friday, 3rd 8:00 PM . Concert by SHS Choirs and Band. Gail T. Livingston and George Revelas, Conductors.
- Friday, 3rd . "Music Man", a Musical for all ages, in celebration of Acton's 250th Anniversary by Theatre III.
Saturday, 4th 8:15 PM At Theatre III on Central Street, West Acton.
- Saturday, 4th 10:00 AM to 4:00 PM . 40th Anniversary Get-together for World War II Veterans and their families & friends. Dorothy & Brooks Williams, Chairmen. At ABRHS Commons "C".
- Saturday, 4th 8:00 PM . Proscenium Circus Student-written plays. At ABRHS Auditorium.
- Sunday, 5th afternoon . Silver Tea for Acton's Senior Citizens. Janet Gagne, Hostess
- Sunday, 5th evening . Musical by Continuing Education (tentative).
- Friday, 10th . "Music Man", a Musical for all ages, in celebration of Acton's 250th Anniversary by Theatre III.
Saturday, 11th 8:15 PM At Theatre III on Central Street, West Acton.
- Saturday, 11th 7:00-1:00 . Gala Acton 250 Celebration Ball. Susan Harrigan, Chairman. At the Sheraton-Boxborough Grand Ball Room.
- Thursday, 16th 2:30- 5:00 PM . Kite making clinic for Kite Festival. By Children's Discovery Museum. At RJGJHS Cafeteria.
- Thursday, 16th to Sat., 18th 8:15 PM . "Music Man", a Musical for all ages, in celebration of Acton's 250th Anniversary by Theatre III. At Theatre III on Central Street, West Acton.
- Friday, 17th 8:00-11:00 PM . Seniors' Prom by Assabet Savings Bank. Brooks and Dorothy Williams, Chairmen. At ABRHS Lower Gym.
- Saturday, 18th TBA . Kite Festival by the Children's Discovery Museum. Nancy Jones, Chairman.
- Saturday, 18th . Boy Scout District Camporee in Acton.
Sunday, 19th
- Sunday, 19th 6:30 PM . "Acton Takes New Orleans" at Acton Center Woman's Club House by Acton Historical Society, with Stanton Collins, Speaker.
- Thursday, 23rd 8:00 PM . Concert by JHS Band, Orchestra and Chorus. Howard Bassett, George Revelas and Dale Roberge, Conductors.
- Sunday, 26th 7:00 PM . ABRHS Class or 1985 Baccalaureate At ABRHS Auditorium.
- Monday, 27th . TOWN-WIDE PARTICIPATION IN MEMORIAL DAY CEREMONIES
Memorial Day Ceremonies by Public Ceremonies Committee.
Dedication of War Memorial, bandstand, benches, historical markers, etc., with local bands, choruses, Scouts, Minutemen, etc.
- Friday, 31st 5:30 PM . Class of 1985 Graduation. Football field, Charter Road. Reception for families and friends in celebration of the Regional School District's 30th Anniversary.
TBA . Dance and Breakfast by Parent Support Group.

JUNE 1985ACTON LOOKS GOOD MONTH

- Sunday, 2nd
8:00 PM . "Americana Concert" by Acton Community Chorus for Acton
250 Celebration. At ABRHS Auditorium.
- Friday, 7th
8:00 PM . Concert by Elementary Band, Orchestra, and Chorus
At ABRHS Auditorium
- Saturday, 8th.
8:00 PM . Concord Band Concert as Fundraiser for Acton
250 Celebration - Edwin Richter, Chairman
At ABRHS Auditorium
- Saturday, 15th . Acton Heritage Tours and Arts Festival - A Celebration for
. All Ages with a Barbecue, Lancaster Brass Quintet, Acton
Handbell Ringers, Puppet Shows, Acton Arts Lottery, Garden
Club, Woman's Club, Rotary Club, Libraries and others
- Friday, 14th . Acton Girl Scout Encampment - Judy Budiansky, Chairman.
Demonstrations by the Acton Minutemen
- Sunday, 16th . "Acton 250 Hoe-down I" for All Ages and Abilities by Acton
Square Wheelers at ABRHS Lower Gymnasium - David Westlake,
Chairman.
- Monday, 17th . Flag Day Ceremonies in Elementary Schools by Minutemen
- Friday, 21st . Annual Lions Club Town Fair as Fundraiser
to At ABRHS Playing Fields.
Sunday, 23rd Battle of the Bands, and Tennis Court Dances

JULY 1985.1735 INCORPORATION CELEBRATION

- Wednesday, 3rd . Incorporation Ceremonies and Town Fireworks, Band Concert by
Public Ceremonies Committee with Food Booth by Acton Lions
Club.
- Thursday, 4th . Firemen's Muster and Field Day - Malcolm MacGregor, Chairman
- Friday, 5th . Police Association Picnic
- Saturday, 6th . Tots and Pets Parade by Recreation Commission
- Friday, 26th . Acton-Boxborough Jamboree 250 by Community Education on
Saturday, 27th Acton-Boxborough Regional School District Grounds -
Sunday, 28th Marsha Gratz, Chairman

AUGUST 1985FALL PLANNING TIME AND COMMUNITY SERVICE PROGRAMS

- Ongoing . Acton 250 Celebration Parade of Progress Preparations by All
Ages - Jack and Rita Dolan, Chairmen.
- . Acton Church Youth Community Service Work Camp Projects

SEPTEMBER 1985. ACTON 250 PARADE OF PROGRESS CELEBRATING OUR PAST, PRESENT
AND FUTURE!

- Sunday, 15th . "Acton 250 Hoe-down II" by Acton Square Wheelers with Live
Music provided by Waltham "Dosidoers" at ABRHS Lower Gym.
- TBA . Church Youth Video Workshops.
- Sunday, 22nd . Acton 250 Celebration Parade Day, Main Street, Acton, USA
Pre-parade Performances by Marching Groups on Saturday, 21st
Post-parade Reception and Performance by Theatre III
by Barbara Lauritzen, Director with music by Sean McCann.
- TBA . Church Youth Video Workshops

OCTOBER 1985OCTOBERFEST HARVEST HOLIDAYS

- TBA . Acton Business and Professional Association Acton 250 Event
Nancy Brandt, Chairman
. Block Dances

Tuesday 8th . Lions Club World Service Day at Suburban Manor Nursing Home

Saturday 26th . League of Women Voters Annual Craft Fair at ABRHS
10 - 3 PM . Haunted House by Proscenium Circus
. Halloween Party for Teens

- TBA . Conservation Tours by Acton Conservation Trust - Lawrence
Wiederholt, Chairman
. Boy Scout - Girl Scout Event

NOVEMBER 1985A TIME FOR THANKSGIVING

Monday, 11th . Veterans' Day and Flag Retirement Ceremonies by Minutemen

Thursday, 28th . Eleventh Annual Acton-Maynard Football Game with Half-time
Show by marching bands.
. Reception following to introduce "Acton 250 in Review"

Friday, 29th . Ongoing displays, exhibits, special events, student
Saturday, 30th activities performances and more...
At Regional Schools.

- TBA. . Fourth Annual ABSAF Campaign

DECEMBER 1985Acton's Second Annual Festival of Sharing

Friday, 6th . Annual Town Tree Lighting Ceremony.
4:00 PM At Town Hall with reception by Acton Selectmen.

- TBA . Holiday Concerts and Performances by Schools
. "Nutcracker" by Berkshire Ballet for Continuing Education
. Holiday Happenings at the Hosmer House.
. Holiday dinner for Senior Citizens by Acton Girls Scouts.
. Halley's Comet Celebration

Friday, 20th . Second Annual Community Outreach Caroling Party!
6:30 PM

Tuesday, 24th . Annual Christmas Eve Carols on the Common
6:30 PM

Sunday, 29th . Acton 250 Time Capsule and Acton 250 Flag Retirement
4:00- 6:00 PM ceremony followed by Gala Reception
At Acton Corporation, One Acton Place.

Town Meeting

ABSTRACT OF THE PROCEEDINGS OF THE
ANNUAL TOWN MEETING HELD APRIL 3, 1984 AND
ADJOURNED SESSIONS APRIL 4, 5, 9, AND APRIL 10, 1984

Moderator called the meeting to order at 7:40 P.M.

- Article 1. To choose all necessary Town Officers and Committees and fix the salaries and compensation of all the elective officers of the Town.

Moderator	\$20.00 per each
night per session.	
Board of Selectmen	Chairman \$750.00
	Clerk 650.00
	Member 650.00

or any other action relative thereto.

- Officers Voted unanimously: To elect:
- Malcolm Mac Gregor as Trustee of the West Acton Firemen's Relief Fund, term to expire in 1987.
- John McLaughlin as a trustee of the Acton Firemen's Relief Fund term to expire in 1987.
- Nancy Gilberti as a Trustee of the Goodnow Fund, term to expire in 1987.
- Virginia Gates as a Trustee of the Goodnow Fund to fill the unexpired term of James L. Gates to expire in 1986.
- Jane Gallagher as a Trustee of the Citizen's Library Association of West Acton, term to expire in 1987.
- Eleanor Wilson as a Trustee of the Elizabeth White Fund, term to expire in 1987.

Voted unanimously: To fix the compensation for elected officers as follows:

Moderator	\$20.00 per each
night per session	
Board of Selectmen	
Chairman.....	\$750.00
Clerk.....	650.00
Member.....	650.00

- Article 2. To see if the Town will accept the several reports of Town Officers and Boards, or take any other action thereto.

- Article 2. Voted unanimously: To take no action.

- Article 3. To hear and act upon the report of any committee chosen at any previous Town meeting that has not already been reported.

- Article 3. Moderator calls for any other reports. No Vote required.

- Article 4. To see what action the Town will take on the recommendations of the Personnel Board with respect to changes or additions to the classification schedules of the Personnel Bylaw.
- Article 4. Voted unanimously: To take this article up after Article 18.
- Article 5. To see what action the Town will take on the recommendations of the Personnel Board with respect to changes in the salary, wage and compensation schedules of the Personnel Bylaw.
- Article 5. voted: That effective July 1, 1984 the Town delete the wage and salary schedules in the personnel bylaw and substitute therefor schedules B, B-1, C, D, E-1, and F set forth in the handout distributed at this meeting. Providing that such schedule shall not apply to employees covered under collective bargaining agreements between the Town and Local #1703 or for unions which have been certified by the Commonwealth of Massachusetts before the Labor Relations Commission prior to July 1, 1984.

SCHEDULE A

ALPHABETICAL LIST OF POSITION CLASSES AND ALLOCATION TO SCHEDULE AND COMPENSATION GRADE OR DESIGNATED RATE OR RANGE

TITLE	SCHEDULE	GRADE
Accounting Clerk	B	S-6
Administrative Assistant	B-1	E-5
Administrative Clerk	B	S-8
Assessor, Board Chairman	F	
Assessor, Board Member	F	
Assistant Assessor	B-1	E-10
Assistant Civil Engineer	B-1	E-7
Assistant to Conservation Comm. (PT)	B	S-11
Assistant Library Director	B-1	E-4
Assistant Town Accountant	B-1	E-1
Assistant Town Clerk	B-1	E-1
Assistant Town Engineer	B-1	E-9
Board of Health Chairman	F	
Board of Health Member	F	
Building Commissioner	B-1	E-12
Chief (Fire)	D	F-4
Chief (Police)	C	C-4
Children's Librarian	B-1	E-2
Circulation Librarian	B	S-9
Clerk	B	S-3
Council on Aging Coordinator	B-1	E-3
Custodian	E -1	C-1
Deputy Elections Clerk (PT)	F	
Deputy Inspector (elections) (PT)	F	
Deputy Warden (elections) (PT)	F	
Director of Public Health	B-1	E-12
Dispatcher	B	S-11
Disposal Area Operator	E	H-4
Dog Officer	E	H-2
Elections Clerk (PT)	F	
Engineering Assistant	B-1	E-3
Executive Clerk	B	S-9
Financial Administrator	B-1	E-12
Fire Alarm Superintendent (PT)	F	
Fire Captain	D	F-3
Firefighter	D	F-1*
Firefighter (call) (PT)	F	

TITLE	SCHEDULE	GRADE
Fire Lieutenant	D	F-2
Fire Lieutenant (call) (PT)	F	
Head Clerk	B	S-7
Heavy Motor Equipment Operator	E	H-4
Inspector of Animals (PT)	E	H-2
Inspector (Elections) (PT)	F	
Inspector of Wires (PT)	F	
Junior Clerk	B	S-1
Junior Recreation Specialist	F	
Laborer Cemeteries	E-1	C-1
Laborer Highways	E	H-1
Laborer, General	F	
Librarian (West Acton) (PT)	F	
Library Assistant (Jr.)	B	S-3
Library Assistant (Principal)	B	S-9
Library Assistant (Sr.)	B	S-5
Library Cataloger	B-1	E-2
Library Director	B-1	E-9
Library Page (PT)	F	
Life Guard	F	
Lister	B-1	E-3
Local Inspector	B-1	E-6
Maintenance Man (Cemeteries)	E-1	C-3
Maintenance Man (Highways)	E	H-3
Motor Equipment Operator	E	H-3
Motor Equipment Repairman	E	H-7*****
Motor Equipment Maintenance Man	E	H-4
Patrolman	C	P-1***
Patrolman (special) (PT)	C	P-1
Planning Administrator	B-1	E-9
Playground Director	F	
Plumbing Inspector (PT)	F	
Police Lieutenant	C	P-3****
Police Matron (PT)	F	
Police Sergeant	C	P-2****
Principal Clerk	B	S-6
Recreation Director	B-1	E-8
Recreational Pool Manager	B	S-11
Recreational Supervisor	F	
Reference Librarian	B-1	E-2
Registrar of Voters (PT)	F	
Rodman	B	S-7
Sanitarian	B-1	E-4
School Crossing Guard (PT)	F	
Sealer of Weights and Measure(PT)	F	
Semi-Skilled Laborer, Cemeteries	E-1	C-2
Semi-Skilled Laborer, Highways	E	H-2
Senior Engineering Aid	B	S-10
Senior Clerk	B	S-5
Senior Recreational Specialist	F	
Staff Nurse	B-1	E-4
Superintendent (Bldgs, & Grnds)	B-1	E-7
Superintendent (Cemeteries)	B-1	E-7
Superintendent (Highways)	B-1	E-11**
Teller(p.t.)	F	
Town Accountant/Data Processing Agent	B-1	E-10*****
Town Clerk	B-1	E-7
Town Engineer	B-1	E-13
Town Manager	G	
Tree Climber	E-1	C-5
Tree Warden	E-1	C-7

Veterans' Agent & Director of		
Veterans' Service (PT)	F	
Warden (Elections) (PT)	F	
Working Foreman (Cemeteries)	E-1	C-6
Working Foreman (Highway)	E	H-7

- * Additional \$7.00 per week when assigned to and performing duties relating to the maintenance of fire apparatus.
- ** An additional \$125.00 per month during the months of December, January, February and March
- *** Additional \$50.00 per month when assigned to and performing the duties of official police photographer or prosecuting officer
- **** Additional \$50.00 per month when assigned to and performing the duties of prosecuting officer
- ***** 15¢ additional for Lead Mechanic
- ***** Additional \$2,500 per year for performing the duties of Data Processing Agent.

SCHEDULE B
GENERAL WEEKLY SALARY SCHEDULE
ANNUAL RATE COMPUTED BY MULTIPLYING WEEKLY RATE BY 52

		MINIMUM	INTERMEDIATE		MAXIMUM	
		A	B	C	D	E
S-1	W	200.65	204.21	212.37	220.51	231.42
	A	10433.80	10618.92	11043.24	11466.62	12033.84
S-2	W	204.21	212.37	220.51	231.42	242.31
	A	10618.92	11043.24	11466.62	12033.84	12600.12
S-3	W	212.37	220.51	231.42	242.31	253.22
	A	11043.24	11466.62	12033.84	12600.12	13167.44
S-4	W	220.51	231.42	242.31	253.22	264.14
	A	11466.62	12033.84	12600.12	13167.44	13735.28
S-5	W	231.42	242.31	253.22	264.14	275.01
	A	12033.84	12600.12	13167.44	13735.28	14300.52
S-6	W	242.31	253.22	264.14	275.01	285.93
	A	12600.12	13167.44	13735.28	14300.52	14868.36
S-7	W	253.22	264.14	275.01	285.93	299.52
	A	13167.44	13735.28	14300.52	14868.36	15575.04
S-8	W	264.14	275.01	285.93	299.52	313.09
	A	13735.28	14300.52	14868.36	15575.04	16280.68
S-9	W	275.01	285.93	299.52	313.09	326.68
	A	14300.52	14868.36	15575.04	16280.68	16987.36
S-10	W	285.93	299.52	313.09	326.68	343.11
	A	14868.36	15575.04	16280.68	16987.36	17841.72
S-11	W	299.52	313.09	326.68	343.11	359.42
	A	15575.04	16280.68	16987.36	17841.72	18689.84
S-12	W	313.09	326.68	343.11	359.42	378.50
	A	16280.68	16987.36	17841.72	18689.84	19682.00
S-13	W	326.68	343.11	359.42	378.50	397.56
	A	16987.36	17841.72	18689.84	19682.00	20673.12

SCHEDULE B-1
TECHNICAL AND ADMINISTRATIVE WEEKLY SALARY
ANNUAL RATE COMPUTED BY MULTIPLYING WEEKLY RATE BY 52

		MINIMUM		INTERMEDIATE		MAXIMUM
		A	B	C	D	E
E-1	W	299.52	313.09	326.68	343.11	359.42
	A	15575.04	16280.68	16987.36	17841.72	18689.84
E-2	W	313.09	326.68	343.11	359.42	378.51
	A	16280.68	16987.36	17841.72	18689.84	19682.52
E-3	W	326.68	343.11	359.42	378.51	397.56
	A	16987.36	17841.72	18689.84	19682.52	20673.12
E-4	W	343.11	359.42	378.51	397.56	416.59
	A	17841.72	18689.84	19682.52	20673.12	21662.68
E-5	W	359.42	378.51	397.56	416.59	438.40
	A	18689.84	19682.52	20673.12	21662.68	22796.80
E-6	W	378.51	397.56	416.59	438.40	462.91
	A	19682.52	20673.12	21662.68	22796.80	24071.32
E-7	W	397.56	416.59	438.40	462.91	490.12
	A	20673.12	21662.68	22796.80	24071.32	25486.24
E-8	W	416.59	438.40	462.91	490.12	517.36
	A	21662.68	22796.80	24071.32	25486.24	26902.72
E-9	W	438.40	462.91	490.12	517.36	547.31
	A	22796.80	24071.32	25486.24	26902.72	28460.12
E-10	W	462.91	490.12	517.36	547.31	579.99
	A	24071.32	25486.24	26902.72	28460.12	30159.48
E-11	W	490.12	517.36	547.31	579.99	618.12
	A	25486.24	26902.72	28460.12	30159.48	32142.24
E-12	W	517.36	547.31	579.99	618.12	656.23
	A	26902.72	28460.12	30159.48	32142.24	34123.96
E-13	W	547.31	579.99	618.12	656.23	694.34
	A	28460.12	30159.48	32142.24	34123.96	36105.68

SCHEDULE C
POLICE ANNUAL SALARY SCHEDULE
(Based on Collective Bargaining Contract)
ANNUAL RATE COMPUTED BY MULTIPLYING WEEKLY RATE BY 52

		MINIMUM	INTERMEDIATE	MAXIMUM
		A	B	C
P-1	W			
	A			
P-2	W			
	A			
P-3	W			
	A			
.....				
P-4	W		731.51	
	A		38038.52	

SCHEDULE D
FIRE ANNUAL SALARY SCHEDULE
(Based on Collective Bargaining Contract)
ANNUAL RATE COMPUTED BY MULTIPLYING WEEKLY RATE BY 52

		MINIMUM A	INTERMEDIATE B	MAXIMUM C
F-1	W A			
F-2	W A			
F-3	W A			
.....				
F-4	W A			731.51 38038.52

SCHEDULE E-1
CEMETERY HOURLY WAGE SCHEDULE
WEEKLY RATE COMPUTED BY MULTIPLYING HOURLY RATE BY 40 HOURS
ANNUAL RATE COMPUTED BY MULTIPLYING HOURLY RATE BY 2080 HOURS

		MINIMUM A	INTERMEDIATE B	MAXIMUM C
C-1	H	6.77	7.11	7.49
	W	270.80	284.40	299.60
	A	14081.60	14788.80	15579.20
C-2	H	7.11	7.49	7.83
	W	284.40	299.60	313.20
	A	14788.80	15579.20	16286.40
C-3	H	7.49	7.83	8.23
	W	299.60	313.20	329.20
	A	15579.20	16286.40	17118.40
C-4	H	7.83	8.23	8.58
	W	313.20	329.20	343.20
	A	16286.40	17118.40	17846.40
C-5	H	8.23	8.58	8.99
	W	329.20	434.20	359.60
	A	17118.40	17846.40	18699.20
C-6	H	8.58	8.99	9.37
	W	434.20	359.60	374.80
	A	17846.40	18699.20	19489.60
C-7	H	8.99	9.37	9.83
	W	359.60	374.80	393.20
	A	18699.20	19489.60	20446.40

SCHEDULE E
HIGHWAY HOURLY WAGE SCHEDULE
WEEKLY RATE COMPUTED BY MULTIPLYING HOURLY RATE BY 40 HOURS
ANNUAL RATE COMPUTED BY MULTIPLYING HOURLY RATE BY 2080 HOURS

		MINIMUM	INTERMEDIATE	MAXIMUM
		A	B	C
H-1	H	6.78	7.05	7.34
	W	271.20	282.00	293.60
	A	14102.40	14664.00	15267.20
H-2	H	7.05	7.34	7.64
	W	282.00	293.60	305.60
	A	14664.00	15267.20	15891.20
H-3	H	7.34	7.64	7.98
	W	293.60	305.60	319.20
	A	15267.20	15891.20	16598.40
H-4	H	7.64	7.98	8.27
	W	305.60	319.20	330.80
	A	15891.20	16598.40	17201.60
H-5	H	7.98	8.27	8.58
	W	319.20	330.80	343.20
	A	16598.40	17201.60	17846.40
H-6	H	8.27	8.58	8.90
	W	330.80	343.20	356.00
	A	17201.60	17846.20	18512.00
H-7	H	8.58	8.90	9.28
	W	343.20	356.00	371.20
	A	17846.20	18512.00	19302.40

SCHEDULE F

Assessor, Board Chairman	600.00*	
Assessor, Board Member	500.00*	
Board of Health, Chairman	150.00*	
Board of Health, Member	100.00*	
Deputy Building Inspector (PT)		Fee Basis
Deputy Elections Clerk (PT)	5.04	
Deputy Inspector (Elections) (PT)	4.80	
Deputy Warden (Elections) (PT)	5.04	
Elections Clerk	5.19	
Firefighter (Call) - Step A**	6.32	
	B	6.62
	C	6.92
Fire Lieutenant (Call)	7.22	
Inspector (Elections) (PT)	4.80	
Inspector of Wires (PT)		Fee Basis
Junior Recreation Specialist - Step A		3.25
	B	3.50
	C	3.75
	D	4.00
Laborer - Step A	4.00	
	B	4.25
	C	4.50
Librarian -West Acton (PT)		
	Step A	7.38
	B	7.73
	C	8.08
	D	8.46
	E	8.84
Library Page (PT).....	3.35	

Life Guard	Step A	3.75	
	B	4.00	
	C	4.25	
	D	4.50	
	E	4.75	
Playground Leader	- Step A	3.75	
	B	4.00	
	C	4.25	
	D	4.50	
	E	4.75	
Plumbing Inspector (PT)			Fee Basis
Police Matron (PT)	5.87		
Recreation Supervisor - Step A		5.50	
	B	6.00	
	C	6.50	
	D	7.00	
	E	7.50	
Registrar of Voters (PT)			Stipend depending upon appropriation of funds
Sealer of Weights and Measures (PT)		1,500.00	
Senior Recreation Specialist - Step A			4.00
	B		4.25
	C		4.50
	D		4.75
	E		5.00
Teller(PT)	4.80		
Veterans' Agent & Dir. of Veteran's Services (PT)	1,500.00		
Warden (Elections) (PT)		5.29	

* - Annual Rates

** Annual Base \$150.00

- Article 6. To see if the Town will raise and appropriate, or appropriate from available funds, \$70,000.00 or any other sum of money to offset the anticipated costs of funding the contributory retirement system, or take any other action relative thereto.
- Article 6. Voted: To raise and appropriate \$70,000.00, under G.L. c. 40 Section 5D to be held as a special fund to offset the anticipated costs of funding the contributory retirement system.
- Article 7. To see what sums of money the Town will raise and appropriate, or appropriate from available funds, to defray the necessary expenses of the several departments, offices and Boards of the Town, exclusive of the necessary expenses relative to schools, or take any other action relative thereto.
- Article 7. Voted: That the Town budget for the period July 1, 1984 to June 30, 1985, as printed in the last column of the warrant article, be raised and appropriated in its entirety, except that \$8,727.00 be appropriated from library receipts reserved for appropriation for library use, \$2,195.02 be appropriated from receipts from the county dog fund reserved for appropriation for library use, and \$200,000.00 be appropriated from federal revenue sharing receipts for Police Department use.

GENERAL GOVERNMENT

Moderator:		
1 Salary	140.00	
2 Expenses	<u>20.00</u>	
	160.00	
Finance Committee:		
3 Expenses	<u>200.00</u>	
	200.00	
Selectmen:		
4 Salaries	60,185.00	
5 Expenses	70,800.00	
6 Capital Outlay	1,000.00	
7 Legal Services	50,000.00	
8 Legal & Professional Expense	10,000.00	
9 Appraisals & Surveys	-0-	
10 Out-of-State Travel	<u>1,000.00</u>	
	192,985.00	
Town Office Clerical Staff:		
11 Salaries	<u>233,032.00</u>	
	233,032.00	
Engineering Department:		
12 Salaries	119,202.00	
13 Expenses	6,630.00	
14 Capital Outlay	-0-	
	<u>125,832.00</u>	
Town Accountant:		
15 Salary	51,565.00	
16 Expenses	<u>10,247.00</u>	
	61,812.00	
Town Treasurer:		
17 Salary	34,087.00	
18 Expenses	<u>16,025.00</u>	
	50,112.00	
Town Assessors:		
19 Salary	49,602.00	
20 Expenses	<u>12,360.00</u>	
	61,962.00	
Town Clerk:		
21 Salary	36,111.00	
22 Expenses	<u>1,310.00</u>	
	37,421.00	
Elections & Registrations:		
23 Salaries	11,604.00	
24 Expenses	<u>13,000.00</u>	
	24,604.00	
Planning Board:		
25 Salaries	28,462.00	
26 Expenses	<u>3,264.00</u>	
	31,726.00	
Personnel Board:		
27 Expenses	-0-	
	-0-	
Board of Appeals:		
28 Expenses	<u>1,000.00</u>	
	1,000.00	

Conservation Commission:		
29 Salaries	17,842.00	
30 Expenses	<u>3,815.00</u>	
	21,657.00	
Archives Committee:		
31 Expenses- In Town Clerks	-0-	
	-0-	
Public Ceremonies:		
32 Expenses	<u>2,400.00</u>	
	2,400.00	
Buildings & Grounds Maintenance:		
33 Salaries	111,333.00	
34 Utilities	131,093.00	
35 Expenses	67,820.00	
36 Capital Outlay	<u>5,200.00</u>	
	315,446.00	
Town Report Committee:		
37 Expenses	<u>6,000.00</u>	
	6,000.00	
Youth Commission:		
38 CODE	13,230.00	
39 Expenses	<u>4,000.00</u>	
	17,230.00	
Historical Commission:		
40 Expenses	<u>500.00</u>	
	500.00	
Council on Aging:		
41A. Salaries	20,674.00	
41B. Expenses	<u>10,950.00</u>	
	31,624.00	

TOTAL GENERAL GOVERNMENT \$ 1,215,703.00

PROTECTION OF PERSONS AND PROPERTY

Police Department:		
42 Regular Salaries	626,254.00	
43 Other Salaries	184,432.00	
44 Expenses	31,366.00	
45 Capital Outlay	<u>7,002.00</u>	
	849,054.00	
Fire Department:		
46 Regular Salaries	834,412.00	
47 Other Salaries	255,517.00	
48 Expenses	33,401.00	
49 Capital Outlay	<u>2,000.00</u>	
	1,125,330.00	
Sealer of Weights and Measures:		
50 Salary	-0-	
51 Expenses	-0-	
Insect Pest Control:		
52 Salaries	-0-	
53 Expenses	-0-	
Town Forest Committee:		
54 Expenses	-0-	

Tree Department:		
55	Salaries	-0-
56	Expenses	-0-

Inspector of Animals:		
80	Wages	-0-
81	Expenses	-0-

Inspector of Wires:		
57	Expenses	-0-

Plumbing Inspector:		
82	Expenses	-0-

Inspector of Gas Piping & Appliances:		
58	Expenses	-0-

TOTAL HEALTH AND SANITATION		\$ 91,074.00
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Building Inspector:		
59	Salaries	58,196.00
60	Expenses	15,300.00
		<u>73,496.00</u>

<u>CEMETERIES</u>		
Cemeteries:		
83	Salaries	47,196.00
84	Expenses	11,007.00
85	Capital Outlay	-0-
TOTAL CEMETERIES		\$ 58,203.00

Dog Officer:		
61	Salaries	-0-
62	Expenses	-0-

Building Committee:		
63	Expenses	-0-

<u>RECREATION</u>		
Recreation Department:		
86	Salaries	78,856.00
87	Expenses	5,444.00
88	Capital Outlay	-0-
TOTAL RECREATION		\$ 84,300.00

Civil Defense:		
64	Expenses	4,000.00
		<u>4,000.00</u>

Town Utilities:		
65	Hydrant Rental	47,825.00
66	Street Lighting	81,500.00
		<u>129,325.00</u>

TOTAL PROTECTION OF PERSONS AND PROPERTY		\$2,181,205.00
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<u>VETERAN'S AID</u>		
Veteran's Aid:		
89	Salaries	1,500.00
90	Expenses	150.00
91	Aid	10,000.00
TOTAL VETERAN'S AID		\$ 11,650.00

Meeting adjourned at 11:00 p.m. until April 4, 1984 at 7:30 p.m.

Moderator called the meeting to order at 7:47 p.m.

<u>PENSIONS</u>		
Pension Fund:		
92	Pensions	444,000.00
TOTAL PENSIONS		\$ 444,000.00

HIGHWAY DEPARTMENT

Highway Department:		
67	Salaries	341,479.00
68	Overtime for Snow	35,825.00
69	General Expenses	99,043.00
70	Drainage	16,000.00
71	Snow & Ice Removal	90,000.00
72	Machinery & Expenses	79,000.00
73	Gasoline & Fuel	100,000.00
74	Secondary Roads Maintenance	74,000.00
75	Primary Roads Maintenance	-0-
76	Capital Outlay	11,000.00
TOTAL HIGHWAYS		\$ 846,347.00

HEALTH AND SANITATION

Board of Health:		
77	Salaries	56,724.00
78	Expenses	15,050.00
79	Garbage Collection	-0-
79A	Eliot Mental Health	19,300.00

<u>INSURANCE</u>		
Insurance:		
93	Group Health	258,450.00
94	Other Insurance	150,400.00
95	Insurance Advisor	-0-
TOTAL INSURANCE		\$ 408,850.00

MATURING DEBT AND INTEREST TOWN GOVERNMENT

Memorial Library		
107	Salaries	188,719.00
108	Expenses	6,182.00
109	Books	41,900.00
110	Capital Outlay	3,750.00
TOTAL MEMORIAL LIBRARY		240,551.00

West Acton Library		
111	Salary	13,352.00
112	Expenses	4,650.00
TOTAL WEST ACTON LIBRARY		18,002.00

GRAND TOTAL		\$5,599,885.00
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Line Items 96 - 106 Now appear in Article 12
- DEBT SERVICE Article.

Article 8. To see what sums of money the Town will raise and appropriate, or appropriate from available funds, to defray the necessary expenses of the Local schools and the Acton-Boxborough Regional Schools.

Article 8. Voted unanimously: That the total budget for the local schools, for the period July 1, 1984 to June 30, 1985, as printed in the warrant, be raised and appropriated in its entirety:
Voted unanimously: That the Town's share of the budget for the Acton Boxborough Regional School for the period July 1, 1984 to June 30, 1985, as printed in the warrant, be raised and appropriated in its entirety.

LOCAL SCHOOLS

Local Schools:	
115A Operating Expenses	5,313,088.00
115B Out of State Travel	1,740.00
116 Blanchard Auditorium	<u>43,772.00</u>
TOTAL LOCAL SCHOOLS	\$5,358,600.00

REGIONAL SCHOOLS

Regional Schools:	
129A Operating Expenses	\$4,977,225.00
129B Out of State Travel	1,140.00
130 Maturing Debt & Interest	177,365.00
131 Teachers Summer Pay	<u>0</u>
TOTAL REGIONAL SCHOOLS	\$5,155,730.00

TOTAL BUDGET - ARTICLE 8	<u>\$10,514,330.00</u>
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TOTAL BUDGETS - ARTICLES 7 & 8	\$16,114,215.00
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Article 9. To see what sums of money the Town will raise and appropriate, or appropriate from available funds, to defray the necessary expenses of the Minuteman Regional Vocational School.

Article 9. Voted unanimously: That the budget for Vocational Education for the period July 1, 1981 to June 30, 1982, as printed in the warrant, be raised and appropriated in its entirety:

Article 10. To see if the Town will raise and appropriate or appropriate from available funds, or appropriate a sum of money and set aside the estimated receipts from nursing services to meet such appropriation, for the purpose of providing nursing services, or take any other action relative thereto.

Article 10. Voted: To appropriate \$153,098.00 for the purpose of providing public health nursing services, and that the receipts from the fees generated by providing such services be set aside as a separate fund under G.L. c. 44 Section 53E to meet this appropriation,

Article 11. To see if the Town will raise and appropriate or appropriate from available funds; or appropriate a sum of money and set aside the estimated receipts from the Merriam School rentals to meet such appropriation; for the purpose of maintaining the Merriam School, or take any other action relative thereto.

Article 11. Voted: To appropriate \$97,273.00 for the purpose of maintaining the Merriam School, and that the receipts from the rental of space in the school be set aside as a separate fund under G.L. c. 44, Section 53E to meet this appropriation.

CAPITAL BUDGET

Article 12. To see what sums of money the Town will raise and appropriate, or appropriate from available funds for the payment of Town and School debt service, or take any other action relative thereto.

Article 12. Voted unanimously: To raise appropriate funds for the payment of Town and School Debt Services as set forth in the Warrant.

96	Maturing Debt	20,600.00
97	Interest	14,964.00
	Transfer Station	
98	Maturing Debt	-0-
99	Interest	35,224.00
	Conversation Commission	
100	Maturing Debt	-0-
101	Interest	-0-
	Sanitary Landfill	
102	Maturing Debt	5,000.00
103	Interest	525.00
	Land (Fire Truck 8/79	
	Parking Lot 76/77	
104	Maturing Debt	-0-
105	Interest	-0-
	Anticipation of Revenue Notes	
106	Interest	<u>30,000.00</u>

Town Share School Bond Issue

TOTAL MATURING DEBT AND INTEREST	
TOWN GOVERNMENT	106,313.00

MATURING DEBT AND INTEREST - LOCAL SCHOOLS

	McCarthy-Town School	
117	Note Interest	70,000.00
118	Interest	7,350.00
	Merriam School	
119	Maturing Debt	-0-
120	Interest	-0-
	Douglas School	
121	Maturing Debt	35,000.00
122	Interest	1,838.00
	Gates School	
123	Maturing Debt	55,000.00
124	Interest	7,893.00
	Conant School	
125	Maturing Debt	80,000.00
126	Interest	29,640.00
	Roof Bond	
127	Maturing Debt	79,400.00
128	Interest	<u>57,674.00</u>

TOTAL MATURING DEBT AND	
INTEREST LOCAL SCHOOLS	423,795.00

Meeting adjourned at 10:25 p.m. until Thursday, April 5, 1984 at 7:30 p.m.

April 5, 1984 - Moderator called the meeting to order at 7:40 p.m.

Article 13. To see what sums of money the Town will raise and appropriate, or appropriate from available funds or from Federal and State grants, or authorize the Treasurer with the approval of the Selectmen to borrow for the various purposes listed below:

Article 13. Voted: To raise and appropriate \$472,755.00 for Items A through J as set forth in the warrant. Please see below Items that were passed and lost:

A. \$6,000.00 for the purchase of sound equipment for use at Town meeting. Motion Lost.

B. Voted: \$37,500.00 for the purchase or lease of a data processing system equipment and computer services for the Town.

C. Voted: \$16,700.00 to repair the library chimney and replace damaged mortar and to hire a roofing engineer to develop specifications for reroofing.

D. Voted: \$5,000.00 for engineering and architectural services to evaluate options for providing additional town office space.

E. Voted Unanimously: \$40,000.00 for the purchase of cab and chassis to replace current cab and chassis.

F. Voted: \$59,555.00 for the purchase of public works equipment.

G. Voted unanimously: \$7,500.00 for reconstruction, upgrading and replacement of intersections and bridges.

H. Voted unanimously: \$15,000.00 for the construction and repair of sidewalks,

I. Voted: \$15,000.00 for the final engineering and design plans of a traffic light to be installed at the corner of Massachusetts Avenue and Central Street.

Meeting adjourned at 10:45 p.m. until Monday, April 9, 1984.

Monday, April 9, 1984 - Moderator called the Meeting to order at 7:40 p.m.

Article 13. This is continued from April 5, 1984 meeting.

Article 13. J. Voted: \$276,500.00 for local school capital repair and replacement.

Article 14. That the Town authorize the Board of Selectmen to purchase, take by eminent domain or otherwise acquire for municipal purposes the fee or any other interest in a parcel of land with the buildings thereon located at 110 Main street and shown on Town Atlas Plate H-2A as Parcel 65 and further described in a deed from Arthur McKelvie to Alan C. McKelvie recorded with the Middlesex South District Registry of Deeds in Book 14234 Page 286, and to authorize the Board of Selectmen to sell the house and other buildings on this parcel, and further; to appropriate a sum of money therefor and for expenses incidental thereto.

Article 14. Voted: To authorize the Board of Selectmen to purchase, take by eminent domain or otherwise acquire for municipal purposes the fee or any other interest in the parcel of land with the buildings thereon located at 110 Main Street and shown on Town Atlas Plate H-2A as Parcel 65 and further described in a deed from Arthur McKelvie to Alan C. McKelvie recorded with the Middlesex South District Registry of Deeds in Book 14234 Page 286, and to raise and appropriate \$70,000.00 for such acquisition and costs related thereto; and authorize the Selectmen to sell or otherwise dispose of the house and other buildings on the parcel upon such terms as the Selectmen approve.

YES - 60 NO - 13 TOTAL VOTE - 73

- Article 15. To see if the Town will raise and appropriate, or appropriate from available funds \$100,000.00 or any other sum of money for a stabilization fund for the Town, or take any other action relative thereto.
- Article 15. Voted unanimously: To raise and appropriate \$45,000.00 to be held as a stabilization fund under G.L. c 40 Section 5B.
- Article 16. To see if the Town will raise and appropriate, or appropriate from available funds \$20,000.00, or any other sum of money to be expended by the Town Manager, for the purpose of hiring legal and consulting services in connection with the W. R. Grace Consent Decree and other actions with respect to W. R. Grace, or take any other action relative thereto.
- Article 16. Voted unanimously: To raise and appropriate \$20,000.00 for expert consultants and legal services in connection with the implementation and enforcement of the consent decree and other actions relating to W. R. Grace property.
- Article 17. To see if the Town will raise and appropriate or appropriate from available funds a sum of money for the purpose of conducting the 10 year State Census, or take any other action relative thereto.
- Article 17. Voted unanimously: To raise and appropriate \$10,000.00 for the purpose of conducting the State Census in 1985.
- Article 18. To see if the Town will raise and appropriate, or appropriate from available funds \$10,000.00 or any other sum to be expended by the Town Manager for the services of a personnel specialist, or take any other action relative thereto.
- Article 18. MOTION LOST.
- Article 4. To see what action the town will take on the recommendations of the Personnel Board with respect to changes or additions to the classification Schedules of the Personnel Bylaw.
- Article 4. Voted unanimously: To take no action under this article.
- Article 19. To see if the Town will raise and appropriate or appropriate from available funds a sum of money, to be expended for the celebration of the Town's 250th Birthday or take any other action relative thereto.
- Article 19. Voted unanimously: To raise and appropriate \$5,000.00 to be expended for the celebration of the Town's 250th Anniversary.
- Article 20. To see if the Town will raise and appropriate, or appropriate from available funds, \$4,400.00 or any other sum, to be expended by the Town Manager for a street tree planting program, or take any other action relative thereto.
- Article 20. Voted unanimously: To raise and appropriate \$4,400.00 to carry out a tree planting program in the Town.
- Article 21. Motion: Mr. Ormsbee moves that the Town will raise and appropriate \$10,000.00 to be expended by the Recreation Commission to collect data, perform feasibility studies, and do appraisals on a parcel of land located at 968-1008 Main Street. owned by Gail J. Roche, shown in the Town Atlas as Parcel B-6 containing 29 acres more or less, or take any other action relative thereto.
- Article 21. MOTION LOST.
- Meeting adjourned at 10:40 p.m.

April 10, 1984 - Moderator called the meeting to order at 7:30 p.m.

Article 22. To see if the Town will raise and appropriate or appropriate from available funds, or transfer from other appropriations \$12,000.00, or any other sum to be expended for legal fees, or take any other action relative thereto.

Article 22. Voted: To authorize the transfer of \$12,000.00 from the Reserve Fund for review of the proposed new zoning bylaw by Town Counsel.

Article 23. Mr. Stevens moves that the Town raise and appropriate \$5,000.00 for a personal computer for the Nursing service.

Article 23. MOTION LOST.

Article 24. To see if the Town will raise and appropriate or appropriate from available funds, or transfer the balance of \$8,884.24 from the appropriation under Article 25 of the 1983 Annual Town Meeting, \$41,000.00 or any other sum to be expended by the Town Manager for the purchase and equipping of cruisers for the Police Department, and authorize the Town Manager to trade in the present Town vehicles, or take any other action relative thereto.

Article 24. Voted unanimously: To raise and appropriate \$41,000.00 and transfer the balance of \$8,884.24 from the appropriation under Article 22 of the 1983 Annual Town Meeting for the purchase of four new police cruisers and equipment for two cruisers and authorize the Town Manager to trade in one of the present cruisers.

Article 25. To see if the Town will request the legislature to adopt special legislation authorizing the Selectmen to adopt regulations with respect to the control of animals, to delegate certain duties with respect thereto to the dog control officer, to authorize such officer to impose fines for violations of regulations adopted by the Board of Selectmen, and otherwise to implement the report of the Citizen's Committee on the control of animals, or take any other action relative thereto.

Article 25. Voted unanimously: To take no action under Article 25.

Article 26. To see if the Town will raise and appropriate \$20,000.00 or any other sum; or to transfer the funds appropriated under Article 2 of the June 20, 1983 Special Town Meeting, for the expenses of administering the animal control program, including salaries and other expenses related thereto, including kennel charges, and return the balance of Article 2 to the General Fund; or take any other action relative thereto.

Article 26. Voted: To transfer \$20,000.00 from the appropriation under Article 2 of the June 20, 1983 Special Town Meeting for the expenses of administering an animal control program, including salaries, kennel charges and other expenses and return the balance of such appropriation to the general fund.

Article 27. To see if the Town will vote to accept Section 26G of Chapter 148 M.G.L., which provides that every building or addition containing more than 7,500 gross square feet except buildings used for residential purposes and certain other exceptions contained in the statute, must have an automatic sprinkler system, or take any other action relative thereto.

Article 27. Voted: To accept Section 26G of Chapter 148 of the General Laws, which requires automatic sprinklers in certain new construction.

- Article 28. To see if the Town will accept as public ways Proctor Street, as described in the warrant, and Nonset Path, as described in the warrant but with the corrected distance of 2447 feet and a corrected end-point of station 24 + 58.63, all as laid out by Selectmen.
- Article 28. Voted: To accept as public ways the following streets or portions thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said streets by eminent domain or otherwise, including easements for drainage, utility, or other purposes where shown on said plans or described in the order of Layout:

IN POPE ROAD ESTATES SUBDIVISION

A. PROCTOR STREET from the northwesterly sideline of Pope Road a distance of 991 feet, more or less, in a generally northwesterly direction to the northwesterly sideline of a 75.00 foot radius cul-de-sac, including the cul-de-sac, this being the entire road.

IN MINUTEMAN BUSINESS & INDUSTRIAL PARK

B. NONSET PATH the southerly portion from the northeasterly sideline of Great Road (Route 2A) a distance of 2447 feet, more or less, in a generally northerly direction to station 24 + 58.63 near the driveway to the Nagog Woods Club House.

- Article 29. To see if the Town will vote to adopt the following bylaw:
"No refuse originating from outside the corporate limits of the Town of Acton shall be disposed of in the Town's refuse disposal facility. Violators of this bylaw shall be subject to a fine not to exceed \$200.00. Each action of disposing of refuse shall constitute a separate violation under this bylaw" or take any other action relative thereto.
- Article 29. Voted unanimously: To adopt the following bylaw:
"No refuse originating from outside the corporate limits of the Town of Acton shall be disposed of in the Town's refuse disposal facility. Violators of this bylaw shall be subject to a fine not to exceed \$200.00. Each action of disposing of refuse shall constitute a separate violation under this bylaw."
- Article 30. To see if the Town will vote to raise and appropriate, or appropriate from available funds \$8,500.00 to be expended by the Town Manager for the construction of a recycling center near the new transfer station.
- Article 30. Voted unanimously: To take no action under Article 30.
- Article 31. To see if the Town will raise and appropriate or appropriate from available funds, \$5,000.00 or any other sum to be expended by the Town Manager for the preparation of a groundwater monitoring program for the Forest Road Sanitary Landfill, or take any other action relative thereto.
- Article 31. Voted: To raise and appropriate \$11,000.00 for the preparation of a groundwater monitoring program for the Forest Road Sanitary Landfill.
- Article 32. To see if the Town will raise and appropriate, or appropriate from available funds, \$2,500.00, or any other sum to fund a Hazardous Waste Collection Day for the Spring of 1985, or take any other action relative thereto.

- Article 32: Voted unanimously: To raise and appropriate \$2,500.00 to fund a Hazardous Waste Collection Day for Spring 1985.
- Article 33. To see if the Town will authorize the transfer of \$2,500.00 from the appropriation under Article 32 of the 1974 Annual Town Meeting to construct a one acre more or less, shallow pond in the Great Hill Recreation Area, and return the balance of Article 32 the General Fund, or take any other action relative thereto.
- Article 33. Voted: To transfer \$2,500.00 from the appropriation under Article 32 of the 1974 Annual Town Meeting to construct a shallow pond in the Great Hill Area and return the balance of that appropriation to the General Fund.
- Article 34. To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to pay unpaid bills of previous fiscal years, or take any other action relative thereto.
- Article 34. Voted unanimously: To take no action under Article 34.
- Article 35. To see if the Town will vote to extend, transfer, or otherwise take action to prevent the lapse of appropriations previously authorized, pursuant to section 6-5 of the Charter of the Town of Acton, or to transfer or close out any such appropriations which are no longer needed, or take any other action relative thereto.
- Article 35. Voted unanimously: That the appropriations under various articles listed in the warrant not lapse pursuant to Section 6-5 of the Town Charter but remain open until the appropriation is expended or the Town Meeting otherwise votes.

<u>Article</u>	<u>Town Meeting</u>	<u>Title</u>	<u>Balances</u> as of 1/31/84
1	Nov. 1976	South Acton Parking lot	1,495.16
22	Apr. 1977	Town Records	958.87
11	Apr. 1978	Sidewalks	3,348.08
17	Apr. 1978	Septage Facility	656.67
32	Apr. 1979	West Acton Square	1,758.90
29	Apr. 1981	Commuter Parking Lot	9,265.80

- Article 36. To see if the Town will raise and appropriate, or appropriate from available funds, \$120,000.00, or any other sum of money for a Reserve Fund, pursuant to the provisions of the General Laws, Chapter 40, Section 6, or take any other action relative thereto.
- Article 36. Voted unanimously: To raise and appropriate \$120,000.00 for a reserve fund under Section 6 of Chapter 40 of the General Laws.
- Article 37. To see if the Town will determine an amount of free cash which shall be used for the purpose of reducing the tax rate for the fiscal year beginning July 1, 1984, or take any other action relative thereto.
- Article 37. Voted unanimously: To take no action under Article 37.
- Article 38. To see if the Town will authorize the Town Treasurer, with the approval of the Selectmen to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1984, in accordance with the provisions of the General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws Chapter 44, Section 17, or take any other action relative thereto.

Article 38. Voted unanimously: To authorize the Town Treasurer, with the approval of the Selectmen to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1984, in accordance with the provisions of the General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws Chapter 44, Section 17.

The Annual Town Meeting was dissolved at 9:48 p.m.

ABSTRACT OF SPECIAL TOWN MEETING
HELD MAY 7, 1984

Moderator called the meeting to order at 7:36 p.m.

ARTICLE 1 Police Cruisers

To see if the Town will amend the vote under Article 24 of the 1984 Annual Town Meeting dealing with appropriation for police cruisers, or take any other action relative thereto.

ARTICLE 1.

Voted unanimously: To raise and appropriate \$41,000.00 and transfer the balance of \$8,884.24 from the appropriation under article 25 of the 1983 Annual Town Meeting for the purchase of four new police cruisers and equipment for two cruisers and authorize the Town Manager to trade in one of the present cruisers.

ARTICLE 2 Police Contract

To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to be expended for police regular salaries and police other salaries, or take any other action relative thereto.

ARTICLE 2 Police Salaries

Voted unanimously: To take no action under Article 2.

ARTICLE 3 Town Clerical Contract

To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to be expended for Town Office Clerical Salaries, or take any other action relative thereto.

ARTICLE 3 Clerical Salaries

Voted unanimously: To take no action under Article 3.

ARTICLE 4 Free Cash

To see if the Town will determine an amount of Free Cash which shall be used for the purpose of reducing the tax rate for the fiscal year beginning July 1, 1984, or take any other action relative thereto.

ARTICLE 4 Free Cash

Voted: To transfer \$617,963.00 from free cash to reduce the tax rate for the fiscal year beginning July 1, 1984.

ARTICLE 5 Transfer

To see if the Town will vote to amend the votes taken under articles 7 and 19 of the Warrant for the 1983 Town Meeting and to authorize appropriation of such amounts from available funds instead of from the tax levy, or take any other action relative thereto.

ARTICLE 5 1983 Town Meeting Appropriations

Voted unanimously: To amend the votes under Articles 7 and 19 of the warrant for the 1983 annual town meeting to authorize the appropriation of \$60,000.00 and \$60,000.00 respectively from free cash instead of from the tax levy for the purpose set forth in the warrant.

ABSTRACT OF THE SPECIAL TOWN MEETING
HELD NOVEMBER 27 AND NOVEMBER 28, 1984

Moderator called the meeting to order at 7:34 p.m.

Article 1. (Personnel Classification)

MOTION: That the town adopt the changes to the classification schedules of the Personnel Bylaw as shown in Article 1 of the warrant.

Article 1. Voted unanimously to amend the Personnel Bylaw as follows:

Professional:

<u>Position</u>	<u>From</u>	<u>To</u>
Admin. Assistant to Town Mgr.	E-5	Assistant Town Mgr. Schedule G.
Supt. of Building and Grounds	E-7	Schedule B-1 E-9
Engineering Assistant	E-3	Schedule B-1 E-5

Clerical:

<u>Position</u>	<u>From</u>	<u>To</u>
Administrative Clerk (TM)	S-8	Secretary to Town Manager S-10
Executive Clerk	S-9	Secretary to Board of Selectmen S-11

Library:

<u>Position</u>	<u>From</u>	<u>To</u>
Page	3.35	A. 3.35 B 3.70 C 4.05 D 4.35

ARTICLE 2. (Personnel Compensation Schedules)

MOTION: That the town delete Schedules A, F and G of the Personnel Bylaw and substitute therefor the new schedules as set forth in Article 2 of the warrant.

ARTICLE 2. Voted unanimously to delete Schedule A, F and G. of the Personnel Bylaw and substitute therefore the following new schedules:

SCHEDULE A
ALPHABETICAL LIST OF POSTION CLASSES AND ALLOCATIONS
TO SCHEDULE AND COMPENSATION GRADE OR DESIGNATED RATE OR RANGE

<u>TITLE</u>	<u>SCHEDULE</u>	<u>GRADE</u>
Accounting Clerk	B	S-6
Administrative Clerk	B	S-8
Assessor, Board Chairman	F	
Assessor, Board Member	F	
Assistant Assessor	B-1	E-10
Assistant Civil Engineer	B-1	E-7
Assistant Town Manager	G	
Assistant to Conservation Comm.	B-1	E-3
Assistant Library Director	L	L-5
Assistant Town Accountant	B-1	E-1
Assistant Town Clerk	B-1	E-1
Assistant Town Engineer	B-1	E-9
Board of Health Chairman	F	
Board of Health Member	F	
Building Commissioner	B-1	E-12
Chief (Fire)	D	F-4
Chief (Police)	C	C-4
Children's Librarian	L	L-4
Circulation Assistant I	L	L-1
Circulation Assistant II	L	L-2
Circulation Librarian	L	L-3
Clerk	B	S-3
Council on Aging Coordinator	B-1	E-3
Custodian	E-1	C-1
Deputy Elections Clerk (PT)	F	
Deputy Inspector (elections)(PT)	F	
Deputy Warden (elections) (PT)	F	
Director of Public Health	B-1	E-12
Dispatcher	B	S-11
Disposal Area Operator	E	H-4
Elections Clerk (PT)	F	
Engineering Assistant	B-1	E-5
Financial Administrator	B-1	E-12
Fire Alarm Superintendent (PT)	F	
Fire Captain	D	F-3
Firefighter	D	F-1*
Firefighter (call) (PT)	F	
Fire Lieutenant	D	F-2
Fire Lieutenant (call) (PT)	F	
Head Clerk	B	S-7
Heavy Motor Equipment Operator	E	H-4
Inspector of Animals (PT)	F	
Inspector (Elections) (PT)	F	
Inspector of Wires (PT)	F	
Junior Clerk	B	S-1
Junior Recreation Specialist	F	
Laborer Cemeteries	E-1	C-1
Laborer Highways	E	H-1
Laborer, General	F	
Librarian (West Acton) (PT)	F	
Library Assistant (Principal)	L	L-3
Library Cataloger	L	L-4
Library Director	L	L-6
Library Page (PT)	F	
Life Guard	F	

<u>TITLE</u>	<u>SCHEDULE</u>	<u>GRADE</u>
Lister	B-1	E-3
Local Inspector	B-1	E-6
Maintenance Man (Cemeteries)	E-1	C-3
Maintenance Man (Highways)	E	H-3
Motor Equipment Operator	E	H-3
Motor Equipment Repairman	E	H-7*****
Motor Equipment Maintenance Man	E	H-4
Patrolman	C	P-1***
Patrolman (special) (PT)	C	P-1
Playground Director	F	
Plumbing Inspector (PT)	F	
Police Lieutenant	C	P-3****
Police Matron	F	
Police Sergeant	C	P-2****
Principal Clerk	B	S-6
Recreation Director	B-1	E-8
Recreational Pool Manager	B	S-11
Recreation Supervisor	F	
Reference Librarian	L	L-4
Registrar of Voters (PT)	F	
Rodman	B	S-7
Sanitarian	B-1	E-4
School Crossing Guard (PT)	F	
Sealer of Weights and Measures(PT)	F	
Secretary to Board of Selectmen	B	S-11
Secretary to Town Manager	B	S-10
Semi-Skilled Laborer, Cemeteries	E-1	C-2
Semi-Skilled Laborer, Highways	E	H-2
Senior Engineering Aid	B	S-10
Senior Clerk	B	S-5
Senior Recreational Specialist	F	
Staff Nurse	B-1	E-4
Superintendent (Bldgs. & Grnds.)	B-1	E-9
Superintendent (Cemeteries)	B-1	E-7
Superintendent (Highways)	B-1	E-11**
Technical Services Assistant	L	L-2
Teller (PT)	F	
Town Accountant/Data Processing Agent	B-1	E-10*****
Town Clerk	B-1	E-7
Town Engineer	B-1	E-13
Town Manager	G	
Town Planner	B-1	E-9
Tree Climber	E-1	C-5
Veterans' Agent & Director of Veterans' Services (PT)	F	
Warden (Elections) (PT)	F	
Working Foreman (Cemeteries)	E-1	C-6
Working Foreman (Highway)	E	H-7

* Additional \$7.00 per week when assigned to and performing duties relating to the maintenance of fire apparatus.

** An additional \$125.00 per month during the months of December, January, February and March.

*** Additional \$50.00 per month when assigned to and performing the duties of official police photographer or prosecuting officer.

**** Additional \$50.00 per month when assigned to and performing the duties of prosecuting officer.

***** 15¢ additional for Lead Mechanic.

***** Additional \$2,500 per year for performing the duties of a Data Processing Agent.

SCHEDULE F

Assessor, Board Chairman		\$600.00*
Assessor, Board Member		500.00*
Board of Health, Chairman		150.00*
Board of Health, Member		100.00*
Deputy Building Inspector (PT)		Fee Basis
Deputy Elections Clerk (PT)		5.04
Deputy Inspector (Elections) (PT)		4.80
Deputy Warden (Elections) (PT)		5.04
Elections Clerk		5.19
Firefighter (Call) - Step A**		6.32
	B	6.62
	C	6.92
Fire Lieutenant (Call)		7.22
Inspector (Elections) (PT)		4.80
Inspector of Wires (PT)		Fee Basis
Junior Recreation Specialist - Step A		3.25
	B	3.50
	C	3.75
	D	4.00
Laborer - Step A		4.00
	B	4.25
	C	4.50
Librarian - West Acton (PT) - Step A		7.38
	B	7.73
	C	8.08
	D	8.46
	E	8.84
Library Page (PT)	Step A	3.35
	B	3.70
	C	4.05
	D	4.35
Life Guard	Step A	3.75
	B	4.00
	C	4.25
	D	4.50
	E	4.75
Playground Leader	Step A	3.75
	B	4.00
	C	4.25
	D	4.50
	E	4.75
Plumbing Inspector (PT)		Fee Basis
Police Matron (PT)		5.87
Recreation Supervisor -	Step A	5.50
	B	6.00
	C	6.50
	D	7.00
	E	7.50
Registrars of Voters (PT)	Stipend depending upon appropriation of funds	
Sealer of Weights and Measures (PT)		1,500.00
Senior Recreation Specialist - Step A		4.00
	B	4.25
	C	4.50
	D	4.75
	E	5.00
Teller (PT)		4.80
Veterans' Agent & Dir. of Veteran's Services (PT)		1,500.00
Warden (Elections) (PT)		5.29

* Annual Rates

** Annual Base \$150.00

SCHEDULE G
ADMINISTRATION ANNUAL SALARY DETERMINATION

POSITION

Town Manager

All step rates determined by Board of Selectmen subject to the appropriation of necessary funds.

ARTICLE 3. (Salaries)

MOTION: To see if the Town will vote to raise and appropriate or appropriate from available funds a sum of money to fund the re-classifications in Article 1, or take any other action relative thereto.

ARTICLE 3. Voted unanimously: To raise and appropriate or appropriate from available funds a sum of money to fund the re-classifications in Article 1.

----\$4,089.00 to line 4 of the budget for Selectmen's Salaries
----\$2,974.00 to line 33 of the budget for Buildings and Grounds Salaries
----\$2,124.00 to line 12 of the budget for Engineering Salaries
----\$3,265.00 to line 11 of the budget for Town Office Clerical Salaries
----\$ 190.00 to line 107 of the budget for Memorial Library Salaries.

\$12,642.00 Total

ARTICLE 4. (Contract Fund)

MOTION: To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to fund cost items a.) included in collective bargaining agreements reached between the Town and employee organizations and, b.) resulting from such agreements as they bear on the Town Personnel By-Law, or take any other action relative thereto.

ARTICLE 4. Voted unanimously: To appropriate the following amounts from available funds to fund the collective bargaining agreements reached between the town and employee organizations.

----\$12,416.00 to line 11 of the budget for Town Office Clerical Salaries
---- 35,732.00 to line 42 of the budget for Police Regular Salaries
---- 11,852.00 to line 43 of the budget for Police Other Salaries

\$60,000.00 TOTAL AMOUNT

ARTICLE 6. (Insurance Fund)

MOTION: To see if the Town will vote to raise and appropriate or appropriate from available funds, a sum of money to supplement health insurance costs, or take any other action relative thereto.

ARTICLE 6. Voted unanimously: To appropriate from available funds the following amounts in order to fund the increased cost of health insurance:

----\$20,000.00 to line item 93 of the budget Insurance Group Health
----\$52,000.00 to line item 115A of the budget Local School Operating Expense

\$72,000.00 TOTAL AMOUNT

ARTICLE 7. (Police Radio)

MOTION: To see if the Town will vote to raise and appropriate, or appropriate from available funds the sum of \$25,000.00 to be used in upgrading the Civil Defense/Police Department Communications System, or take any other action relative thereto.

ARTICLE 7. Voted unanimously: To raise and appropriate, or appropriate from available funds the sum of \$25,000.00 to be used in upgrading the Civil Defense/Police Department Communications System.

ARTICLE 8. (Police Vehicles)

MOTION: To see if the Town will raise and appropriate or appropriate from available funds or transfer \$49,884.24 from the appropriation under Article 24, of the 1984 Town Meeting, and as amended at the May 7, 1984 Special Town Meeting, or any other sum to be expended by the Town Manager for the purchase and equipping of four Police Cruisers and to equip all Police Department vehicles with new radio equipment.

ARTICLE 8. Voted unanimously: To transfer \$49,884.24 from Article 24 of the 1984 Annual Town Meeting, as amended by the May 7, 1984 Special Town Meeting, to be expended by the Town Manager for the purchase and equipping of four (4) police cruisers and to equip all police vehicles with new radio equipment.

ARTICLE 9. (Single Tax Payment)

MOTION: To see if the Town will vote to accept the provisions of Section 106 of Chapter 60 as added by st. 1984 c.55, which states, "Any property tax due a City or Town in an amount not in excess of twenty-five dollars shall be due and payable in a single payment when so determined by the appropriating body of such city or town.

ARTICLE 9. Voted unanimously: To accept the provisions of Section 106 of chapter 60, as added by St. 1984, c. 55, which states that any property due a city or town in an amount not in excess of \$25.00 shall be due and payable in a single payment, and determine that these provisions shall apply in Acton.

ARTICLE 10. To see if the Town will accept the provisions of Section 71F of Chapter 71 of the General Laws, or take any other action relative thereto.

ARTICLE 10. Voted unanimously: To take no action on Article 10.

ARTICLE 11. (Release of Easement)

MOTION: To see if the Town will authorize the Board of Selectmen, for a sum of not less than \$1,000.00, to release and convey to Edward L. Morrill a portion of the utility easement on Lot 19, Nonset Path, that the Town acquired when this part of Nonset Path was accepted as a private way at the Annual Town Meeting in 1984, the portion of the easement to be released is included in the description of easement #7 in the Order of taking for Nonseth Path recorded in the Middlesex South district Registry of Deeds on May 4, 1984, or take any other action relative thereto.

ARTICLE 11. Voted unanimously: To authorize the Board of Selectmen to release and convey to Edward L. Morrill for a sum of \$1,000.00 a portion of the utility easement described as Easement No. 7 in the order of layout of Nonset Path, beting that portion of the easement which is over Lot 19, Nonset Path, with the exception of a 10-foot-wide portion parallel and adjacent to Nonset Path.

ARTICLE 12. (Nursing Service Computer)

MOTION: To see if the Town will vote to raise and appropriate, or appropriate from availabe funds \$7,000.00 to be expended by the Town Manager for a personal computer for the Nursing Service, or take any other action relative thereto.

ARTICLE 12. Voted: To appropriate \$7,000.00 from available funds to be expended by the Town Manager for a personal computer for Nursing Service.

ARTICLE 5. (Honey-pot Test)

MOTION: To see if the Town will raise and appropriate, or appropriate from available funds \$5,000.00, in cooperation with the Water District for a program for testing of the septage being discharged into and out of the lagoons of the Town septage disposal facility, and also include the testing of monitoring wells, or take any other action relative thereto.

ARTICLE 5. Voted unanimously: To raise and appropriate, or appropriate from available funds \$5,000.00, in cooperation with the Water District for a program for testing of the septage disposal facility, and also include the testing of monitoring wells.

ARTICLE 13. (Landfill Monitoring)

To see if the Town will raise and appropriate or appropriate from available funds \$14,000.00 or any other sum of money, to be expended by the Town Manager to install a series of groundwater monitoring wells at the Forest Road Sanitary Landfill, or take any other action relative thereto.

ARTICLE 13. Voted: To appropriate \$14,000.00 from available funds to be expended by the Town Manager to install a series of groundwater monitoring wells at the Forest Road Sanitary Landfill.

Educational Reports

Acton-Boxborough Regional School District



Photo by Noreen Murphy

The "Flag of Excellence" of the U.S. Office of Education is raised at an October ceremony.

Report of the Superintendent of Schools

Robert E. Kessler

Several organizational changes at no additional administrative costs took place in 1984. With the death of Bill Petkewich, a significant loss for the school system which was felt profoundly by all of us associated with Bill, the pupil services and personnel functions were split and assigned to two new directors, Steve Donovan as Director of Pupil Services and Malcolm Reid as Director of Personnel. Steve has been promoted through our school system; starting as a counselor, then the Counseling Department Chairman, most recently the Coordinator of Secondary Special Education and now the Director of Pupil Services. The respect we hold for his abilities is obvious. Mac Reid comes to us from Groton-Dunstable where he was the Director of Special Education and the Middle School Principal and was the Director of Personnel before that. Mac's reputation as a person with diversified skills and an engaging personality is born out in his new position. This reorganization reflects the fact that this is a school system willing to both promote its outstanding people from within and to seek excellent people from outside the school system.

The Fine Arts Department, also reorganized into two separate departments - music and art - are now being chaired by two new people to our school system: Jon Nicholson, who comes to us from the Belmont Schools where he was Director of Music and Lidia Scher who was an art teacher for The Arts Magnet School in Lowell and an instructor at the University of Lowell. They succeed Henry Weigel who retired after many years of dedicated service to our school as Coordinator of Fine Arts.

Also, with the retirement of Izzy Sterns, a key person in our athletic program, a new position was created - Assistant Administrator for Athletics - which was filled by Jack Schofield who has been a high school social studies teacher and coach in our school system for many years.

Another significant organizational change, brought on with a retirement, is the appointment of Jim Chace to the position of Computer Specialist for the school system, replacing Bob Conroy who retired from that position which he had taken on after serving for many years as Principal of the Douglas School. Jim's computer position is part-time and he also continues as the part-time Assistant Principal of the Junior High. Jack Hughes who was a full-time junior high physical education teacher and high school varsity baseball coach, was appointed as the other part-time Assistant Principal at the Junior High.

Several major maintenance projects are completed, including the removal of all asbestos in the High School, the renovation of the Jr. High School student lockers and the implementation of some of the first year projects of the Five-Year Capital Improvement Plan. Maintenance work is completed in all of our schools and, as has been the case for the third straight year, individuals from the Northeast Correctional Center in Concord, participating in a pre-release program, have helped us tremendously.

Implementation of an online financial management system for the regional schools began in July and a tie-in with town and local schools is hoped for next year.

Last year, 1983, we worked on twenty-six (26) different objectives related to educational program improvement, organizational strengthening and public accountability. In my opening address to the faculty in September I pointed out that organizations such as ours have been able to maintain "the slight edge" over other school systems because we have people who have been doing their jobs so well and are constantly seeking ways for self-renewal as individuals and as an organization. The twenty-six (26) objectives we worked on this past school year and the thirty-nine (39) objectives we are working on this school year are a reflection of our willingness and ability to renew ourselves and our school system.

It is notable that student enrollment is beginning to stabilize in both the elementary grades and senior high school. Although there was a loss of 33 students in grades K-6 from Oct. 1, 1983 to Oct. 1, 1984, the kindergarten enrollment has increased from 220 to 237 in that same period of time. In fact, the enrollments in each of the grade levels from K-2 (237,244,256) is higher than in grades 3-4 (222,220), showing that the decline in kindergarten enrollment we had for a few years seems to have ceased. The Junior High enrollment decline continues (as a reflection of the past enrollment decline of the elementary grades), down from 48 from last year. The Senior High enrollment is slightly higher this year (1519) than last year (1509) and has been helped by the 28 out of town tuition students whose parents choose to pay tuition to have their children go to our high school. We lead all area school systems with a total of 38 tuition students in grades K-12, a sign of the appeal of our school system.

Our innovative ABSAF program, in which thousands of dollars have been raised for our extra-curricular activities through fund raising drives conducted by dedicated volunteers under the leadership of Chairperson Anne Ridley and our new summer school Math/Science/Technology Education Program in conjunction with the University of Massachusetts, in which we will be a center for training new math and science teachers, are examples of how we have continued to maintain a "slight edge" over others.

Finally, we can all take pride in the national recognition of excellence for which our High School has recently been honored as a recipient of The Flag of Excellence from the U.S. Department of Education. In retrospect, the following comments I made in my first letter to the faculty back in August, 1980 before I had moved to Acton, had a prophetic quality and continue to represent my feelings about our school system.

"In the years ahead, I see Acton, Acton-Boxborough enhancing its educational program, growing in stature among the nation's top school system. The foundation of a good educational system is not like the foundation of a building. In fact, it is more like a continuous and subtle process of remodeling - a remodeling that never ends because striving for excellence never ends. In an excellent educational system, the impulse toward change is always in tension with the impulse to conserve. It is the school system's obligation - and the better the school system, the higher the obligation - to conserve, protect and carry forward the best that men and women have achieved through history. The old continuing value for which the new is not a substitute..... A striving toward excellence will continue in Acton, Acton-Boxborough because of our good fortune in having a highly supportive, educated community, an accomplished professional staff, a good and capable student body, and a dedicated School Committee. That's why I am enthusiastic about Acton, Acton-Boxborough and our future together."

Report of the Assistant Superintendent for Curriculum and Instruction

Gary G. Baker

These reports have been written for several years now and every year it seems we emphasize that we have reached new heights in the attainments of the school system, particularly with regard to the performance of our students. It would seem that such rising achievement would level off at some point but, in fact, we have new results from 1984 that are superior to previous years.

Examples:

- Our grade 6 students attained the highest percentile ranking ever - 93rd - on a national achievement test (CAT) and scored significantly higher than other students with the same aptitude (117.2)

- No Acton students -0%- scored in the lowest quartile on that same achievement test while over 83% scored in the upper quartile.

- Fourth graders equalled the average aptitude of last year's fourth graders - 120.6 - the highest average aptitudes ever recorded by students in Acton.

- Ninth graders hit the 90th percentile on an achievement test for the first time and scored significantly better than other students of the same average aptitude (117).

- The verbal scores on the Scholastic Aptitude Test (SAT) were up for the third year in a row and were higher than they were nine years ago even though the percentage taking the SAT in that period of time has increased from 74% of the graduating class to 89%.

- The math SAT scores are also up from 503 to 512, higher than the math score attained in 1971 (506) even though 25% fewer students took the exam in 1971.

- More Acton-Boxborough students took the Advanced Placement Exams than ever before and yet the average score was the highest ever. Furthermore, a higher percentage of A-B students qualified for college credit (89%) and a higher percentage attained the highest score possible (31%) than ever recorded.

- When the averages of the four Major College Board Achievement Tests (English Composition, Math, Level 1, American History, Chemistry) are analyzed it can be shown that on every test A-B students have a higher average in the 1982-1984 period than in the 1972-1974 period - an average overall increase of 18 points.

An article in the December 9, 1984 BOSTON GLOBE summarized average state and national SAT scores and per pupil expenditures. Acton-Boxborough has a per pupil expenditure (\$2655) that is lower than either Massachusetts (\$3378) or the nation (\$2948). Our average SAT score was 970 vs. 896 in Massachusetts and 897 in the U.S.A. despite the fact that 89% of our graduates took the test vs. 62% in Massachusetts and 33% nationally.

Improvements were made in certain curriculum areas this year: spelling in grades K-6, fine arts in grades K-12 (which is continuing this coming year), social studies and health education in grades 7-12. Areas being worked on this year are: music, art, reading and study/thinking skills.

The latter topic was the focus of the Second Annual Professional Day Conference in October in which staff members heard two keynote speakers and were offered 13 different workshops. Over 45 professional development programs are being offered to our staff this year. Two significant committees meeting this year are a "Time and Productivity Committee" being co-chaired by Charlene Twente and a Kindergarten Study Committee chaired by Parker Damon. The first committee is addressing issues involving intrusions into teaching time. The second is focusing on such issues as kindergarten entry age and screening. Both may have recommendations for the administration and school committee in 1985.

Studies done of our Honors Program standards vs. the national Advanced Placement Program standards and our general high school standards vs. the standards cited in the College Board's publication Academic Preparation for College: What Students Need To Know And Be Able To Do reaffirmed the preeminence of our academic standard.

Finally, our high standards were reaffirmed again after we submitted an 18 page application to the Massachusetts Department of Education as part of the National Secondary School Recognition Program. We were not only nominated by the State Department of Education, but were cited by the U.S. Office of Education as one of the two high schools in Massachusetts (114 nationally) to receive the U.S. Office of Education's "Flag of Excellence." The criteria was extensive; nine questions under "School and District Characteristics," thirty-four questions under "Programs, Policies and Practices," as well as questions related to our "Progress Towards Excellence," "Overcoming Obstacles and Impediments" and "Indicators of Success", such as those listed in this report. In the section on "Progress Towards Excellence" the following statement was made in the introductory paragraph to that section:

"Perhaps the key to ABRHS's success is that everyone involved with the school expects excellence and is willing to work to achieve it. This is true of the administration, the teachers, the students and the community." The same can be said for the total school system.

We will continue to strive for "Excellence in Education" since it is not a destination reached but a manner of traveling toward a goal that is being infinitely refined to meet the needs of our changing times.

Pupil Services

REPORT OF THE DIRECTOR OF PUPIL SERVICES Stephen A. Donovan

Former Director of Personnel and Pupil Services, William J. Petkewich, died July 4, 1984. His presence and availability to Pupil Services Staff are sorely missed. Bill's knowledge, leadership ability and experience helped Acton, Acton-Boxborough to develop the superior support services system it has today.

Reorganization of the Central Office resulted in a change of title and responsibility for Louisa Medeiros (Elementary Special Education Chairperson), Nancy Cohen (Secondary Special Education Chairperson), Ruth Proctor (TEAM Evaluation Chairperson) and Steve Donovan (Director of Pupil Services). Other Pupil Services Department Chairpersons have taken on additional responsibilities as well.

Under the new structure, the Pupil Services Departments - Counseling, ESL (English As A Second Language) Instruction, Health Services, Reading, Special Education, and Speech and Language - continue to provide individualized instruction and specialized support services at approximately the same level as in recent years.

The rapid escalation of tuition costs for out-of-district special education programs and rising transportation costs for students educated outside the School District have been a source of growing concern. A renewal of commitment to meet - insofar as possible - the needs of all students within local programs during the past year has helped a great deal in this area. Ten out-of-district students have returned to our schools since September, 1983.

The English As A Second Language (ESL) population has doubled since 1979-1980 and the amount of service has increased in accord with this growth. Entry and exit criteria are established and program objectives written at each level.

Next year major emphasis will be placed on efficiency in the delivery of specialized services. Decentralizing the special education evaluation process through building "teams", further modification of Pupil Service's organizational structure, and the use of computer software for administrative and clerical tasks are anticipated. Creative ways of meeting the needs of the increasing preschool and medically involved populations - through collaboration with other school districts - will also be explored.

Director of Personnel

REPORT OF THE DIRECTOR OF PERSONNEL
Malcolm P. Reid

In August 1984, a separate position, Director of Personnel, was created to accommodate increasing staff-related issues such as; recruitment, selection and assignment of new staff; transfer or reassignment of current staff; development and maintenance of records; administration of salary schedules and employee benefits; development of personnel budgets (e.g. salary, fringe benefits) organization of staff evaluations; implementation of staff termination procedures (e.g. retirees, reductions); and the completion of a variety of state and federal reports.

To facilitate these objectives, greater use will be made of word processing and computerization. Use of a word processor has made many tasks more efficient and information storage and retrieval more practical. A careful analysis is being done of the best computer system to use for personnel records.

Other new tasks include: development of a new employee package and a new staff orientation program; participation in the negotiation process for all professional and "non-instructional" staff; and development of a staff newsletter in conjunction with Central Office Staff. The Personnel Department is working jointly with the Acton Education Association on several staff development ideas. Three evening trips have been scheduled for staff to attend a play, Red Sox game and Boston Pops concert. Another joint project is a series of after-school financial planning workshops to help staff plan for the future.

In summary, the Personnel Department is responsible to help recruit and maintain the best possible staff in order to continue the high standards which have been set within the community and the school systems. Recruiting the best possible staff is very challenging. Helping to maximize the potential of existing staff makes the position even more challenging, also rewarding.

Elementary Schools

CONANT SCHOOL
Joan M. Little, Principal

Conant continues to offer a Chapter 1 program providing special reading, written language and math instruction; the Academically Talented program servicing all Acton students; a primary resource room for special needs students; and English as a Second Language, for non-English speaking children. This year 33 students representing 15 different nationalities and 17 languages are participating in the program. All at Conant benefit from the exposure to so many different cultures, and are eager to assist their new friends in their adjustment to our school, our customs, and our English language.

A process approach to writing was introduced to Conant's K-2 students. Due to it's success in motivating students to write (stories) and to attempt to communicate their thoughts and ideas through writing, this program has become an ongoing part of Conant's primary curriculum.

In the fall the Conant School established an area in its school lobby "especially for parents." Here, in the Parent's Corner, parents visiting the school may pause to browse through a collection of pamphlets, books and other materials which relate to issues of interest to parents.

In addition, artist Stepheny Riemer was commissioned to develop a Logo for the Conant School which depicted the activities, physical landmarks, people and spirit of Conant. The Logo is imprinted on T-shirts, sweatshirts and

tote bags, and these are now popular items of apparel and use for Conant students.

In the spring the PTO and the Citizens for Multicultural Awareness co-sponsored an assembly for Conant students on February 1st with Storyteller Sumner McClain, who introduced Black History Month. In April the Conant Crafts Fair, which is a major PTO event, raised funds to construct a new and exciting indoor ropes course in the Conant gym.

Throughout the year, small informal coffees held in parent's homes provided parents with an opportunity to learn more about school programs, discuss educational issues, and make new friends from within the Conant community. Parent volunteers, in the office, the school library and the classroom continued to provide much needed assistance.

Parents and children alike enjoyed themselves at the Get Acquainted Picnic; Halloween Parade; Annual Ice Cream Social and Cake Walk; Balloon Launch and Field Day, all occasions were planned to be just plain fun and they were.

DOUGLAS SCHOOL
William V. Sparks, Principal

The total enrollment for Kindergarten through Grade 6 is 453. In September, a Kindergarten and First Grade Class were added to the school. Students in these classes have adjusted quite nicely to the school environment

The Parent-Teacher Council (PTC) raised funds by holding a Snack Program, Book Fair

and Ice Cream Social which made it possible for a number of programs to be invited to perform at the school. These programs were presented by Drumlin Farms (animal/bird refuge), the Learning Guild, a Puppet Theatre production, Jay O'Callahan (a story teller), Paul Cousins (meteorologist), Dick Flavin (journalist), and author Marc Brown. Among the many programs sponsored by the PTC were a Newcomer's Coffee, a "Great Pumpkin Sing" at Halloween, a School Newspaper, a Book Fair, a Faculty Recognition Banquet, a Holiday Basket program, an All-School Barbecue, a Bicycle Safety program, an Author's tea. There were individual classroom plays, a Christmas Play, an All-School Field Day, a Children's Book Award Contest, a Sixth Grade Spelling Bee and Mathematics Run-Off, a Sixth Grade Graduation, a Student/Faculty Baseball Game and many classroom field trips.

"Open House" held in October brought close to 1,000 parents to the school.

The Parents' Volunteer program continues to thrive. At least 40 parents assist in the school office and library each week. In addition, a large number of parents, Teachers and Parents Group (TAP), meet weekly to laminate, type and run-off instructional lessons for faculty members.

A donation of \$1,000 was given to the school for the purchase of playground equipment to be added to both primary and intermediate playgrounds.

The school library has reached the magnificent number of 10,000 volumes and a number of educational workshops have been organized by the administration for the staff.

In addition it is noteworthy that the painting of classroom and hall ceilings and planting of trees in outside areas were completed.

The Chapter 1 Program, a Federal Grant which allows students deficient in language and reading the opportunity to receive special teaching assistance, is again providing individual help to children.

The operation of the Douglas School continues to be effective due to the cooperation and support of the administration, teaching staff, pupils of the school and their parents.

GATES SCHOOL
James Palavras, Principal

Some highlights at the Gates School were: the seventh annual Ice Cream Social and Cake Walk sponsored by the Parent Teacher Advisory Committee, the Parents' Night and Kindergarten and Grade 1 Mini Open House in September, the ninth annual Balloon Launch in combination with the Douglas School, a releasing of 1000 helium-filled balloons with self-addressed

postcards, and the continuation of Chapter 1, a federally subsidized program providing extra help for qualifying children.

There were numerous school-wide activities sponsored by the Student Council, as well as publication of four issues of the Great Gates Times, a student newspaper and the publication of a monthly parent newsletter, "Panther Pages."

Students also enjoyed book week in November - highlighting the enjoyment of reading, the implementation of the Adaptive Physical Education program under the direction of physical education teacher, John Duclos, and participated in WBZ radio station and "Test the Teams".

The Parent Advisory conducted a flea market and sponsored an evening program featuring Jim Trelease, author of "The Read Aloud Handbook."

A Drug Awareness Week was held in March, for grades 5 and 6, with the assistance of Acton-Boxborough's Concerned about Drugs (A.B.C.D.). It featured guest speakers and a week-long series of activities.

There was the second annual Gwyn Lyon Memorial Race for students, as well as a performance by the Dinosaur Dance Group in tribute to Gwyn Lyon, former teacher at Gates School.

For grades 2-6, there was an intramural program; for fifth graders there was a one week environmental education program in May at Sargent Camp, Peterborough, N.H.; and for the Sixth grade, there was the Send-Off - a graduation program.

McCARTHY-TOWNE SCHOOL
Parker Damon, Principal

The McCarthy-Towne School has completed another successful year. Its graduates are doing well, in academics as well as in extra curricular and athletic activities, at the Junior and Senior High Schools. The school's enrollment remains relatively constant at 404 as of October 1, 1984. The faculty continues to evolve. Several staff members resigned, one retired, and one went on a leave of absence. A teacher transfer from another school plus the hiring of a teacher new to the district have meant, along with the reassignment of teachers from one grade level to another, ongoing adjustments and a need for various forms of inservice and support. However, changes such as these bring strength and vitality to the school. The school's unique curricula and the faculty's dedicated spirit are strong and healthy. The effects of Proposition 2 1/2 lurk ominously in the near future.

In particular, the McCarthy-Towne School community is proud of:

the CASE McCarthy-Towne Project where sixth graders assist special education students;

the music program which focuses on singing, listening skills, rhythm and movement, playing instruments, and performing for other students;

the arts-humanities program which extends the visual arts into all areas of the curriculum; the way in which students' art and other work is displayed throughout the school as well as exhibited in the community and elsewhere;

emphasis on the development of problem solving skills at every grade level; the expanded use of computers in the classroom;

the priority placed on the skills of listening, speaking, reading, writing and computing as found in the school's exemplary science and social studies curricula, the Junior Great Books program for grades 3-6, the DMP math materials and approach for students in grades K-6, the grade 5 People and Technology-Whaling Unit, and the grade 6 Man: A Course of Study ("MACOS") program;

continuation of the woodshop program for all students;

extensive involvement of parents in all aspects of the school's operation from hiring new faculty to fund raising to helping

teachers implement the curriculum and appreciation by all that parent volunteers are important and vital to the school's well being; successful completion of the 1983-84 assembly program, Field Day, literary booklet, and book fair;

continuation of programs such as the sixth grade Sargent Camp out-door experience, the K-2 special Adaptive Physical Education classes and the Extended Day Program for Kindergarteners through sixth graders, in all Acton Schools;

the physical education program's reliance on Project Adventure, gymnastics, and "new games" to foster confidence, teamwork and coordination.

The faculty and parents remain concerned about being able to:

(a) respond to the changing needs of students and their families as a result of the increased variety of demands on everyone's time and energy.

(b) implement revised school goals designed to meet the needs of students ten or more years from now.

(c) maintain, use, and expand the school's facilities and resources effectively.

Junior High School

Clifford A. Card

Grey Junior High School opened in September with 718 students, a drop of 48 from the previous September. Soon after school opened the students were assigned newly renovated lockers, another major step in the program to upgrade the building. Further improvements are included in a five-year plan to improve the facility.

In the area of curriculum development, responsibility for the health education program was transferred to the Physical Education Department. Seventh grade students will take the newly designed curriculum adopted by the School Committee after an extensive R & D project. A new course, Computer Literacy II, allows students to build on their introductory computer course and to prepare for the more sophisticated courses offered at the high school level.

With the reorganization of the Fine Arts Department into separate departments of Art and Music, there is an increase in the number of opportunities for students to become involved in the arts. A new program, Bandorama, involving elementary, junior high and high school students was performed at the junior high school. Concerts for the choral group and orchestra will be performed throughout the year. Students interested in stage performance were involved with the musical, SCROOGE.

Also new is an added emphasis on the development of the art program with extensive displays being prepared by the students for

showings throughout the school. Along with the student art, the faculty presented an art exhibit that created a lot of interest for both adults and students. Thus, students had an opportunity to see and appreciate first-hand the creative endeavors of the adults whom they see in the classroom each day.

An area of student involvement that is worthy of note is the students' participation in activities centered around learning how to be citizens. Typical of the emphasis was the great success of the election unit created by social studies teachers. Culminating the classroom activities of examining issues and candidates was a debate that involved candidates at both state and congressional level. A standing room only crowd of students and parents not only heard the issues but had a chance to vote in a mock election that proved an accurate forecast of the actual results a week later.

Another citizenship training opportunity centered on the activities of the Student Council which has had an outstanding year. Aside from the traditionally sponsored activities of dances, ski trips, etc. the Council made significant monetary contributions to worthy causes at the end of the year which reflected concerns growing out of an awareness of themselves and the world around them. Contributions were made to the Care program, the Statue of Liberty Fund, and the Special Olympics, along with a gift to the school to improve the looks of the gym.

Senior High School

REPORT OF THE SENIOR HIGH SCHOOL
Lawrence E. McNulty, Principal

The Acton-Boxborough Regional High School population continues to increase with this year's enrollment reaching 1515 students in grades 9 through 12. The High School, built in 1967 and doubled in size in 1973, continues to be an excellent educational facility.

Academically, A.B.R.H.S. warrants the respect and admiration of college admissions offices. In the last three years, the graduating classes of 1982, 1983, and 1984 have sent 84%, 87%, and 86% of their graduating classes on to further education in over 30 different states around the country. The graduating Class of 1985 promises to continue in the same proud tradition. Eighty students from the Class of 1985 qualified for National Honor Society as juniors and 27 of these students won commendations by the National Merit Scholarship Corporation (N.M.S.C.). Two Acton-Boxborough students are finalists for the National Merit Scholarship. (In 1979, Acton-Boxborough was the only high school in the nation to boast five N.M.S.C. winners).

In terms of curriculum, A.B.R.H.S. continues to be a comprehensive secondary school with over 200 different course options. Constant evaluation and appraisal takes place annually in order to insure that our course offerings are relevant and that we properly utilize our staff, buildings, equipment, and instructional materials to the optimum level. We feel that our current curriculum offerings are comprehensive and developmental. Further, we feel these courses are challenging and are of the highest caliber.

Our most recent changes continue to be in the Math and Business Departments where demands of technology have resulted in the acquisition of a variety of new technological equipment. Our Business Department now possesses (22) DECmate I Word Processors, (2) Wang Word Processors, (4) Apple II Computers, (1) TRS-80 Computer, and (6) letter quality printers. Our Math Department has a Digital PDP 11/44 with 32 ports which includes two dedicated phone lines. Fifteen ports are dedicated to classroom use with other ports being used by the Counseling Department, School Administration and Town offices. A combination of video terminals, VT 100's, VT 102's, and VT 52's are available to students and staff. The Math Department, Library, and the Audio-Visual Department also have a variety of printers and other computers available, e.g., Apple II's and TRS 80's.

The extracurricular programs at the High School continues to expand and now consists of 39 interscholastic athletic teams, intramurals, student government activities, a variety of Fine Arts activities and a constantly changing variety of special interest clubs. In 1984, approximately 1300 students participated in one or more extracurricular activities. High-lights of the 1983-1984 extracurricular program include nine athletic league championships, and the selection of 129 Acton-Boxborough students recognized as "All Dual County League", "All Scholastic", or "All State."

A.B.R.H.S. continues to rank among the best schools, athletically, in Massachusetts as evidenced by the Boston Globe's Dalton Trophy rating system. In 1982, A.B.R.H.S. won the coveted Dalton Trophy recognizing the school with the best athletic win/loss record in the State of Massachusetts. Year after year the school continually rates in the top 10 schools in Massachusetts in athletics.

Other individual and team honors were gained. The Acton-Boxborough Math Team placed second in the New England Math League and second in the Northeastern Math Tournament. A.B.R.H.S. was the only school in the state to place three students in the top twelve of the Annual Math Olympiad from a field of 6,000 participants nationwide.

The Fine Arts program at the High School also continues to be comprehensive and last year boasted twelve drama productions, an art exhibit, an art show, a special Fine Arts weekend, some 25-30 concerts, and a Broadway Musical, "Fiddler on the Roof", considered one of the finest musicals ever presented at A.B.R.H.S. Several students won recognition in the Northeast District Festival Band, Chorus, Concert Choir, and Orchestra. Numerous students also received "All State" and "All Eastern" recognition in dramatics, voice, and music competition.

The major highlight, which encompasses the entire program, is the selection of the A.B.R.H.S. to be the recipient of a "U.S. Presidential Flag of Excellence" in 1984. This honor is certainly a credit to the students, the staff and the townspeople of Acton and Boxborough. A total of 114 out of approximately 17,500 public secondary schools in America were recipients of such an honor. This figure represents the top half of the top one percent.

The High School Principal, Superintendent of Schools, and Chairperson of the School Committee were honored to be invited to Washington, D.C. to meet with Secretary of Education, T. H. Bell, and President Ronald Reagan in August, 1984, for the formal presentation of the "Presidential Flag".

On October 18, 1984, an official "Flag Raising Ceremony" attracting local residents and State and National dignitaries, was held at Acton-Boxborough Regional High School.

We hope to continue exhibiting all the criteria necessary to be an excellent High School.



Photo "Walt Disney Productions" 1984

A.B.R.H.S. Band appears as part of the daily parade on Main Street, U.S.A.

Acton-Boxborough Community Education Program

William L. Ryan

ACTON-BOXBOROUGH COMMUNITY EDUCATION

The Acton-Boxborough Community Education Program serves as a link between the residents of Acton and Boxborough and the Public Schools, and all residents are urged to partake in the wide variety of educational programs and activities that are offered to the community. Many of these are determined by your neighbors serving in the Community Education Advisory Committee.

Residents are welcome to attend the Advisory Committee meetings which are held on the first Wednesday of each month from 7:30 to 9:30 pm at the Acton-Boxborough Regional High School Faculty room. New residents are encouraged to visit the Community Education office located in the central office of the Junior High School to learn of the different educational, recreational, cultural and community opportunities that are available in Acton-Boxborough. These activities are also described in the Community Education newspaper INTERACTION mailed four times yearly to all Acton-Boxborough residents.

During the past nine years, the Acton-Boxborough Community Education Advisory Committee has played an important role in the development of the following twelve programming areas:

1) THE COMMUNITY EDUCATION EVENING PROGRAM (initiated in January, 1976)

Over three hundred and sixty (360) evening courses for children and adults offered during the fall, winter, spring and summer terms. Courses are in music, art, drama, crafts, literature, practical skills, business, foreign languages, recreation, etc.

2) THE COMMUNITY EDUCATION DAY PROGRAM (Initiated in January 1976)

Over one hundred and fifty (150) day courses offered throughout the year in the same areas as evening courses and located in churches, social service agencies and instructors' homes throughout the Acton-Boxborough community. A new addition in the summer of 1983 was the SUMMER COMPUTER CAMP for children entering grades 5,6,7.

3) THE COLLEGE PROGRAM (Initiated in January, 1976)

Approximately one hundred and forty (140) under-graduate and graduate level college courses offered during the fall, spring and summer terms from Boston University, Middlesex Community College and Worcester Polytech Institute.

4) THE COMMUNITY EDUCATION PRE-SCHOOL & CHILD DEVELOPMENT PROGRAM (Initiated September, 1976)

Over sixty (60) pre-school children enrolled during the academic year in two separate pre-school programs. Approximately twenty (20) high school students also participate as teacher aides in the program for the full academic year. The pre-school teacher instructs a fully accredited course in child development for those high school students who participate in the programs.

5) THE COMMUNITY EDUCATION PRE-KINDERGARTEN PROGRAM (Initiated in September 1984)

Eighteen (18) four and five year old children whose parents chose to delay their entry into traditional Kindergarten are enrolled for the academic year and meet four days a week. The head teacher and adult assistant coordinate the curriculum with that of the traditional Kindergarten.

6) THE COMMUNITY EDUCATION EXTENDED DAY PROGRAM (Initiated in September, 1978)

The extended Day Program offers the K-6 children of working parents and single parents the opportunity to participate in a variety of before and after-school activities including arts and crafts, games and recreation and cooking. The program is housed at McCarthy-Towne School.

7) THE COMMUNITY EDUCATION SUMMER DAY CAMP (Initiated in July 1977)

An opportunity for up to three hundred (300) K-6 children to participate in a six-week summer day camp at the McCarthy-Towne Elementary School. Children participate in a wide variety of activities daily including swimming, games and recreation, arts and crafts, music and drama, science and nature and field trips.

8) THE ACTON COMMUNITY GARDENS PROGRAM
(Initiated in May 1976)

One hundred garden plots are available to local residents at two garden sites located in North and South Acton.

9) A-B JAMBOREE (Initiated in August 1979)

A-B Jamboree is a three day festival of arts and entertainment in the buildings and on the grounds of the Regional Schools during the last weekend in July. The festival presents a continuum of arts, crafts, music, dance, theater, athletics, games, aviation, food and special events capped with a special performing arts event. A-B Jamboree is a regional showcase for the community education process and another demonstration of what commitment and involvement by townspeople can do to enrich the life of the community. During A-B Jamboree '84 over 400 residents volunteered their time and talents under the leadership of director Marsha Gratz to make the festival a success. Approximately 25,000 persons participated in the festival.

10) THE CONNECTION (Initiated in September 1983)

The Connection is an after-school program for sixth, seventh and eight graders at the Raymond J. Grey Junior High School and McCarthy-Towne School. It is offered under the sponsorship of Acton-Boxborough Community Education and consists of four sub-groups of related activities and programs. Membership entitles the student to participate in any or all of these "sub-connections." They are:

The "Business Connection-Caring With Skill" - learning CPR, babysitting skills and skills to aid the elderly. The "Sports Connection" - offering karate lessons, open gym for team sports under adult supervision. The "Creative Connection" offering classes in film making, production of T.V. programs, puppet making, how to plan and manage a party from game playing, cake making, to decorating. The "Personal Connection" - learning with experienced professionals to use computers, play board games, socialize with friends, enjoy a snack bar.

11) THE COMMUNITY EDUCATION PERFORMING ARTS PROGRAM (Initiated in October 1980)

An opportunity for Acton-Boxborough residents to attend professional performing arts events here in Acton. During the past few years such groups as the Boston Ballet Ensemble, the Puppet Workshop, The Poobley-Greegy Puppet Theater, Puppets Unlimited, the Loon and Heron Theater, Pocket Mime Theater, Green Mountain Volunteers and the Connecticut Opera have performed in Acton.

12) LOCAL COMMUNITY SERVICE PROJECTS

A. Social Club for Handicapped Young Adults (Initiated January 1976): - meets Friday evenings at the High School throughout the school year. Funding was initially made available by the Acton Rotary Club and the Acton Congregational Church.

B. Conference of Local Community Agencies (Initiated in February 1976): - meets once a year in an attempt to facilitate better communication and cooperation among local organizations and agencies.

C. Slide-Tape Show, THIS IS ACTON (Initiated in January 1978): A thirty-minute audio-visual presentation covering Acton's past and present. Available for use by any Acton-Boxborough groups, agencies or organizations. Funded by the Acton Business & Professional Association, the Middlesex Institution for Savings, Digital Equipment Corporation and the Acton Rotary. Conversion to Cable TV is in progress.

D. TO CARE-AMERICA'S VOLUNTARY SPIRIT - A 25 min. 16mm film available on loan to community organizations, fund raising groups, schools, clubs, churches, etc. serving the Acton-Boxborough area for viewing for a modest projectionist's fee. It was commissioned by the organization "Independent Sector" and funded for Acton by the Acton-Boxborough Community Chest, Inc. For information, call 264-4700 x 5013.

E. Scholarship Program (initiated in June 1983) - The Acton-Boxborough Community Chest awards funds annually to assist two to three eligible families with enrollment of children in the Community Education Extended Day Program.

The scheduling (transferred to Community Education Office in May 1979) of all school facilities for after-school use is handled by the Community Education Office. School or community groups interested in using the school facilities should call the office at 264-4700 x 5014.

Community Education Programs have made an important contribution to the lives of many of the residents of the Acton-Boxborough community. But community education is a two way street - an INTERACTION. It does not just involve people taking courses or participating in programs for their own benefit. It also offers people the opportunity to serve their community. The hope is that many people will see fit to take advantage of the chances to help improve the community and the life of those within.

For the eighth year in a row, the Community Education Program will not be requesting an appropriation for the 1985-86 year.

ACTON-BOXBOROUGH COMMUNITY EDUCATION ADVISORY
COMMITTEE

1984-85

Mrs. Rebecca Jacoby, Chairperson
Mrs. Lee Farrell, Vice-Chairperson
Miss Maura Harrigan, Secretary

Miss Jennifer Doran	Mrs. Carol Lake
Mrs. Selma Garber	Mr. Reed Lewis
Mrs. Marsha Gratz	Mrs. Jane Poole
Ms. Ruth Janssen	Mr. Earl Steeves

Minuteman Regional Vocational Technical School District

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT ANNUAL REPORT 1984

A Minuteman Tech student majoring in a non-traditional field made history in 1984. Welding major Lana Svetlichny of Carlisle topped an all-male field to become the first woman to win the first place gold medal in the high school welding competition sponsored by the Massachusetts Vocational Industrial Clubs of America (VICA). Three other women also won medals for their skills in traditionally male occupations: post-graduate Gayle Sullivan of Needham won the gold first place medal in cabinetmaking, Class of 1984 valedictorian Katherine Cousins of Concord won a bronze third place medal in cabinetmaking, and Debra Weners of Bolton won a silver second place medal in the post-secondary printing competition.

Five other Minuteman Tech gold medals winners were: Ed Bloomer of Watertown in heating/ventilation/air conditioning, Anthony Tucker of Shirley in auto body, Martin Jones of Lexington in auto mechanics, Scott Moden of Arlington in commercial art and Mark Peters of Lexington in welding. Silver medal winners were James Vierkant of Stow in auto body, Peter St. Germain of Weston in auto mechanics and Chris Vaughan of Arlington in commercial art. Peter Keller of Wayland won the bronze third place medal in machine shop.

For the fourth year horticulture students won top honors for their exhibits at the New England Flower Show. In sports the hockey team, basketball team and baseball team all qualified for the state finals and a number of players won berths on all-star teams in hockey, baseball, basketball and softball.

Minuteman Tech received state and national awards in 1984 for its unique energy conservation system which Assistant Superintendent Renzo Ricciuti helped design. The system utilizes geothermal wells and solar panels which operate in tandem to provide domestic hot water as well as heating and cooling for portions of the school building. The "Geopump System" currently puts out approximately a half-million BTU's per hour on a continuous operation basis. According to Dr. Ricciuti, "Our goal is to eliminate the use of fossil fuel entirely for heating and cooling of the building."

During the 1984 Minuteman Tech engaged in a number of projects which were designed to enhance the school's service to students and to the community. Some examples of these are listed below.

COLLABORATION WITH COLLEGES - During the past year our staff invested a considerable amount of time and energy in developing collaborative arrangements with colleges. As a result, Minuteman Tech students will be granted college credits by some institutions for work they have completed in Minuteman's technical programs. For example, a Minuteman Tech electronics graduate who enters Massachusetts Bay Community College for microelectronics study will be given 13 credits in electronics, and a Minuteman Tech computer programming graduate will be given 9 credits in Computer Science.

COLLABORATION WITH INDUSTRY - In 1984 our school and staff were selected by General Motors Corporation to serve as the site for a new automotive service educational program which was set up in conjunction with Massachusetts Bay Community College. General Motors is providing special training in the most

up-to-date automotive service technology to our staff, in addition to giving \$100,000 in new automotive equipment to Minuteman Tech every year. The training and equipment will have a major impact on our existing high school and adult programs in auto mechanics. Our graduates will be ready to repair the vehicles of tomorrow.

COMPUTER LITERACY - In 1984 our staff implemented a required computer literacy program for freshmen. This program was well-received by students and will be continued on a permanent basis. Since we emphasize the use of computers, this type of academic training develops the technological literacy now needed in all occupational fields.

PRINCIPLES OF TECHNOLOGY - In 1984 Minuteman was selected as one of two vocational-technical schools in Massachusetts to offer an experimental physics/math course. This course is being designed and tested in a cooperative effort involving 31 states. It emphasizes laboratory work and math calculations related to the technical majors of students. Most important, it promotes an understanding of the principles of physics in a manner designed to prepare a student for the lifelong learning now needed to cope with the rapid pace of technological development in our society. Our school is receiving outside funding to support this project.

ENERGY HOUSE OPERATION - Our student-constructed super-insulated Energy House has had an important impact on our curriculum service in 1984. The adult education course on super-insulated houses was over-subscribed. Special seminars were also presented to contractors, bankers, realtors and building inspectors. Consumer training was provided to all Minuteman students. Specific curriculum presentations were given to students majoring in building trades and heating/ventilation work.

HOTEL PROJECT PLANNING - During 1984 we started work on a hotel/conference center proposal which would be a major resource for learning by many students. The proposal generated opposition based in part on unanswered questions. Work is now underway to provide answers to questions on such issues as the approval process and real estate taxes. When the answers are ready, we will ask concerned member towns for the support that will benefit our students in this important occupational area.

TRAINING GRANTS - During 1984 Minuteman Tech applied for and received a number of grants from the State Department of Education. These provided equipment to set up adult training programs in Computer Aided Drafting (CAD), Machine Shop Computer Numerical Control (CNC), Mold Making, Advanced Welding, Computerized Auto Maintenance and Automated Office skills. The high school students are also benefitting from this equip-

ment, and we have become the first high school in the state to institute a full-fledged 2-year CAD training program for drafting students. Additional state grants provided funding for summer enrichment programs for our students in printing, drafting, auto mechanics, robotics, culinary arts and cosmetology. Grants also funded curriculum development projects in basic skills and career education with a focus on non-traditional jobs.

During 1984 there were several changes on the Minuteman Tech School Committee. After seven years of distinguished service, Kenneth Marriner, Jr. of Concord stepped down to be succeeded by Cynthia Griffis. Wayland member John B. Wilson also left after six years of distinguished service. His successor is Dr. Robert L. West.

The Minuteman Tech School Committee wishes to invite all residents of the 16 district towns to attend the school's Annual Open House which is held every year on the first Saturday in February from 10 A.M. to 2 P.M. (In case of bad weather one week later.) In the Fall there is also an open house on the last Wednesday in October from 7 to 9 P.M.

MINUTEMAN TECH REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE

NAME & TOWN	TERM EXPIRES
John W. Putnam, Acton	1985
John P. Donahue, Chairman, Arlington	1985
Linda Frizzell, Belmont	1986
Robert Smith, Bolton	1987
Dennis Kuipers, Boxborough	1985
William Churchill, Carlisle	1985
Cynthia Griffis, Concord	1986
Jay M. Moody, Lancaster	1985
Robert C. Jackson, V.Chmn., Lexington	1987
Harold A. Levey, Jr., Secy., Lincoln	1986
Timothy J. O'Leary, Needham	1986
Ronald Howington, Stow	1987
James L. Kates, Sudbury	1986
Robert L. West, Wayland	1987
Theodore G. Papastavros, Weston	1987

MINUTEMAN TECH CLASS OF 1984 TOWN OF ACTON

NAME	SHOP
Finnimore, Ian	Data Proc/Comp Prog
Fowler, Frank W.	Cabinetmaking
Frost, Gordon Scott	Drafting
Houde, Michael	Carpentry
Lawrence, Michael	Hydraulics
Marcewicz, Mark J.	Hydraulics
Sisson, Charles J.	HVAC
Valiton, Scott	Painting & Decorating
Wilkins, Charles S., Jr.	Painting & Decorating
Roberts, Andrea	Distributive Education

POST GRADUATE

Stone, James S.	Electrical Wiring
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MINUTEMAN REGIONAL VOCATIONAL TECHNICAL
SCHOOL ENROLLMENT 1983-84

ENROLLMENT OCTOBER 1, 1983

TOWN	87	86	85	84	PG	Total
Acton	15	15	18	9	1	59
Arlington	72	71	92	59	29	323
Belmont	23	25	14	14	6	83
Bolton	10	3	6	7	2	28
Boxborough	2	4	5	3	2	16
Carlisle	3	3	3	3	0	12
Concord	7	9	15	8	6	45
Dover	0	1	1	1	0	3
Lancaster	25	8	14	12	5	64
Lexington	17	24	9	39	13	93
Lincoln	6	6	2	2	0	16
Needham	16	15	15	16	3	65
Stow	18	17	16	13	4	68
Sudbury	31	16	14	20	3	84
Wayland	4	8	4	4	3	23
Weston	0	5	1	5	2	13
Tuition	37	68	53	32	16	206
TOTAL	286	300	282	238	95	1201

ENROLLMENT OCTOBER 1, 1984

TOWN	87	86	85	84	PG	Total
Acton	12	15	16	16	2	61
Arlington	66	73	68	83	15	305
Belmont	15	26	23	14	10	88
Bolton	4	11	2	4	1	22
Boxborough	5	5	2	3	0	15
Carlisle	1	3	2	3	0	9
Concord	10	6	7	15	2	40
Dover	1	0	1	1	0	3
Lancaster	18	23	6	12	4	63
Lexington	22	19	17	8	6	72
Lincoln	1	4	4	3	0	12
Needham	18	17	11	12	3	61
Stow	13	19	16	14	3	65
Sudbury	17	27	16	11	2	73
Wayland	6	4	7	3	1	21
Weston	2	0	4	1	1	8
Tuition	43	49	61	50	14	217
TOTAL	254	301	263	253	64	1135

Assessed Apportionments for operating and capital costs for 7/1/84 to 6/30/85 based on the number of students from each member town attending Minuteman on 10/1/83 as a percentage of the total number of students, per section V (c) of agreement. Apportionments for special operating costs based on section IV (f) of agreement.

TOWN	PER CENT	OPERATING +	CAPITAL +	SPECIAL OPERATING =	APPORTIONMENT
ACTON	5.930	\$ 209,747	- 2,711	+ 2,470	= \$ 209,506
ARLINGTON	32.462	1,148,196	- 14,843	+ 5,849	= 1,139,202
BELMONT	8.342	295,060	- 3,814	+ 2,233	= 293,479
BOLTON	2.814	99,533	+ 12,086 *	+ 1,390	= 113,009
BOXBOROUGH	1.608	56,876	- 736	+ 186	= 56,326
CARLISLE	1.206	42,657	- 551	+ 92	= 42,198
CONCORD	4.523	159,981	- 2,068	+ 2,256	= 160,169
DOVER	.301	10,646	+ 2,159 *	+ 565	= 13,370
LANCASTER	6.432	227,503	+ 27,626 *	+ 1,445	= 256,574
LEXINGTON	9.347	330,608	- 4,273	+ 6,365	= 332,700
LINCOLN	1.608	56,876	- 736	+ 481	= 56,621
NEEDHAM	6.533	231,076	+ 28,057 *	+ 2,684	= 261,817
STOW	6.834	241,721	- 3,125	+ 1,585	= 240,181
SUDBURY	8.442	298,597	- 3,861	+ 2,103	= 296,839
WAYLAND	2.312	81,777	- 1,057	+ 1,471	= 82,191
WESTON	1.306	46,194	- 598	+ 472	= 46,068

TOTALS 100.000 \$3,537,048 + 31,555 + 31,647 = \$3,600,250

*Includes a \$400 per pupil surcharge (MINIMUM 5 PUPILS) for 10 years to compensate 12 original member towns for debt service.

STATE AID RECEIVED AND ANTICIPATED BETWEEN JULY 1, 1983 and JUNE 30, 1984

CATEGORY	
Transportation	\$ 468,923
Chapter 70 (includes Special Ed.)	1,501,362
Regional Aid Chapter 71, 16d	417,986
	<u>\$2,388,271</u>

NOTE: STATE aid and District revenue are used to reduce assessed apportionments of costs to member towns.

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT
OPERATING FUND
COMPARISON OF
BUDGET TO ACTUAL AND PROJECTED
FOR 12 MONTHS ENDED JUNE 30, 1984

	FY 83 ACTUAL	BUDGET FY 84	PROJECTED	TRANSFERRED	RECEIPTS
REVENUES					
ASSESSMENTS	\$ 3,133,880	\$ 3,452,471	\$ 3,452,471		
CHAPTER 70	1,641,553	1,501,363	1,501,364		
TRANSPORTATION (CH. 71-16C)	351,423	468,923	468,923		
REGIONAL AID (CH. 71-16D)	355,221	417,986	417,986		
CONSTRUCTION GRANT (CH. 845)	1,175,522				
APPROPRIATION FROM SURPLUS	1,714,087	488,472	488,472		
APPROPRIATION FROM SURPLUS	1,024,753	496,911	532,923		
TUITION	207,822	-0-	165,323		
INTEREST					
TOTAL REVENUES	\$8,511,291	\$6,826,085	\$7,027,142		
EXPENSES					
RESERVE	-0-	-0-	-0-	\$5,379	\$20,943
BUILDING TRADES	60,971	50,300	51,210	-0-	-0-
COMMERCIAL SERVICES	44,500	37,823	32,186	-0-	6,522
ELECTRONICS	42,320	34,838	33,624	-0-	-0-
GRAPHICS	108,594	96,635	91,874	-0-	-0-
HEALTH INSTRUCTIONS	18,151	22,371	21,182	-0-	-0-
METAL FABRICATIONS	53,234	42,459	47,403	-0-	-0-
POWER MECHANICS	11,480	35,897	31,197	-0-	-0-
TELEPHONOLOGY PROGRAM	28,437	18,210	18,119	-0-	-0-
REGIONAL OCCUPATION	15,650	15,801	18,796	-0-	-0-
SUMMER SCHOOL	32,908	14,918	28,657	-0-	13,631
ROTC	-0-	-0-	-0-	-0-	-0-
COMMUNICATIONS	3,086	2,980	3,868	-0-	-0-
HUMAN RELATIONS	2,528	2,300	2,727	-0-	-0-
MATHEMATICS	9,912	10,575	9,916	-0-	-0-
SCIENCE	18,044	17,910	20,410	-0-	-0-
PHYSICAL EDUCATION	18,873	10,523	9,114	-0-	1,480
ATHLETICS	58,458	59,943	64,104	-0-	-0-
BUSINESS INSTRUCTION	3,916	3,432	2,992	-0-	-0-
FOREIGN LANGUAGE	10,399	11,400	10,080	-0-	-0-
ART	1,172	1,113	1,080	-0-	-0-
MUSIC	1,259	1,346	1,346	-0-	-0-
DRIVER EDUCATION	1,001	-0-	-0-	-0-	-0-
CONTINUING EDUCATION	-0-	-0-	-0-	-0-	-0-
INSTRUCTIONAL RESOURCES	39,128	40,275	39,568	-0-	-0-
PIRELL SUPPORT	35,693	40,016	38,390	-0-	-0-
PRINCIPAL	55,880	56,162	56,844	-0-	-0-
UNIVERSITY	7,310	7,855	7,772	-0-	-0-
COMPUTER SERVICES	71,484	74,995	75,066	5,495	2,830
DEAN	2,909	2,230	1,506	-0-	-0-
SCHOOL COMMITTEE	73,008	31,224	85,775	-0-	9,278
SUPERINTENDENT	3,857	7,150	7,568	-0-	190
PLANNING & ACADEMICS	7,503	7,360	443,276	14,682	20,251
BUSINESS OFFICE	461,992	687,000	669,833	-0-	-0-
TRANSPORTATION	499,325	7,360	7,040	-0-	-0-
CAFETERIA	7,334	609,426	639,412	796	18,874
OPERATIONS/MAINTENANCE	607,295	104,246	188,537	412	41,674
DEPT. MANAGEMENT	1,359,700	4,192,641	4,216,771	-0-	28,549
SALARIES	3,898,309				
TOTAL EXPENSES	\$7,701,768	\$6,826,085	\$6,980,642	\$16,006	\$164,272
EXCESS OF REVENUES	\$809,523	-0-	\$46,500	\$16,006	\$164,272

Financial Reports

Board of Assessors

During the year the Board held regular meetings on the first Wednesday of each month at 5:30 P.M.

Business conducted includes interviews with taxpayers due to abatement applications, consideration of exemptions, and planning for the upcoming town wide revaluation in Fiscal Year 1986.

Fiscal Year 1985 Valuation Summary

Residential	490,323,550
Open Space	3,019,800
Commercial	84,383,700
Industrial	37,607,950
Personal Property	14,251,231
Total	629,586,231

James J. Kotanchik, Chairman
Edward O'Donoghue, Clerk
Raymond P. Bintliff, Member
David W. Bolton, Assistant Assessor

Financial Administrator Treasurer/Collector's Office

During fiscal 1984, the Town collected 96.6% of 1984 Real Estate taxes. The collection process for overdue taxes has begun and efforts continue to collect further delinquent taxes. The legal budget for the Treasurer/Collector's office has been increased and additional foreclosure actions have been filed in land court to collect the Town's most seriously delinquent accounts.

The 1984 Annual Town Meeting approved a new data processing system to facilitate tax payment processing. The system installed has greatly improved the efficiency of our office. I look forward to reporting next year on results of the new collection system.

Following is a collections breakdown for FY 1984:

1984 Real Estate	\$12,541,599
1984 Personal Property	296,643
1983 Real Estate	481,531
1983 Personal Property	10,158
Prior Real Estate & Personal Property	73,931
Motor Vehicle Excise	672,266
Tax Title	152,236

Daniel B. Brosnan, Jr.
Financial Administrator

Town Accountant

This report covers the financial transactions of the Town for the year Ended June 30, 1984. Included is a detailed statement of the expenditures of each department and tabulated record showing appropriations and balances. We have verified the accounts of the Treasurers and have checked the various trust accounts in the custody of the Treasurer.

I have enclosed Balance Sheet and Financial Reports prepared by Arthur Andersen & Company, Independent Auditors, for the Year Ending June 30, 1984.

W. Roy Wetherby
Town Accountant

STATEMENT OF APPROPRIATIONS AND DISBURSEMENTS

JULY 1, 1983 TO JUNE 30, 1984

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
General Government:			
Moderator			
1. Salary	\$ 160.00	\$ 140.00	\$ 20.00
2. Expenses	20.00		20.00
Finance Committee:			
3. Expenses	200.00	136.00	64.00
Selectmen:			
4. Salaries	60,765.00	59,461.16	1,303.84
5. Expenses	48,060.00	43,703.01	2,426.85
Encumbered		1,930.14	
6. Capital Outlay	2,450.00	2,450.00	0.00
7. Legal Services	61,850.00	61,652.68	197.32
8. Legal Services Expenses	10,000.00	5,854.79	4,145.21
9. Appraisals & Surveys	1,000.00	750.00	250.00
10. Out Of State Travel	1,000.00	941.25	58.75
Town Office Clerical Staff:			
11. Expenses	232,257.00	226,703.26	5,553.74
Engineering Department:			
12. Salaries	113,816.00	113,554.02	261.98
13. Expenses	4,830.00	3,655.93	1,174.07
Town Accountant:			
15. Salary	49,252.00	49,250.41	1.59
16. Expenses	14,396.00	11,206.41	2,430.20
Encumbered		759.39	
Town Treasurer & Collector:			
17. Salary	30,762.00	30,711.08	50.92
18. Expenses	16,050.00	12,089.29	270.71
Encumbered		3,690.00	
Town Assessors:			
19. Salaries	45,098.00	45,098.00	0.00
20. Expenses	11,700.00	11,356.24	343.76
Town Clerk:			
21. Salary	33,874.00	33,874.00	0.00
22. Expenses	1,060.00	865.87	194.13
Election & Registrations:			
23. Salaries	8,820.00	6,400.47	2,419.53
24. Expenses	10,755.00	6,723.66	4,031.34
Planning Board:			
25. Salaries	27,238.00	27,237.23	.77
26. Expenses	4,815.00	3,670.59	44.41
Encumbered		1,100.00	
Board of Appeals:			
28. Expenses	1,097.24	1,052.09	45.15
Conservation:			
29. Salaries	17,075.00	15,105.93	1,969.07
30. Expenses	3,105.00	2,320.93	459.57
Encumbered		324.50	
Public Ceremonies & Celest:			
32. Expenses	2,385.00	2,355.44	29.56

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Building & Grounds:			
33. Salaries	104,451.00	102,450.95	2,000.05
34. Utilities	131,093.00	103,293.53	276.48
Encumbered		27,522.99	
35. Expenses	65,325.00	65,232.78	92.22
Capital Outlay	1,200.00	746.95	453.05
Town Report Committee:			
37. Expenses	7,884.00	4,893.72	2,990.28
Youth Commission:			
38. Code	12,600.00	12,600.00	0.00
39. Expenses	3,650.00	1,315.05	2,334.95
Historical Commission:			
40. Expenses	200.00	196.61	3.39
Council on Aging:			
41A. Salaries	17,312.00	17,307.15	4.85
41B. Expenses	<u>8,772.00</u>	<u>8,770.64</u>	<u>1.36</u>
Total General Government	1,166,377.24	1,095,127.12	35,923.10
Total General Government Encumbered		35,327.02	
Protection of Persons & Property:			
Police Department:			
42. Salaries	436,401.03	403,180.61	33,220.42
42A. Police Federal Revenue	200,000.00	200,000.00	0.00
43. Other Salaries	184,443.00	181,196.12	3,246.88
44. Expenses	35,190.00	35,167.99	22.01
Fire Department:			
46. Salaries	800,126.83	796,283.58	3,843.25
47. Other Salaries	253,129.41	253,129.41	0.00
48. Expenses	44,286.50	39,429.63	134.70
Encumbered		4,722.17	
49. Capital Outlay	2,000.00	1,998.00	2.00
Building Commission:			
59. Salaries	55,697.00	55,694.52	2.48
60. Expenses	16,734.00	16,184.74	549.26
Dog Officer:			
61. Wages	1,200.00	1,100.00	100.00
62. Expenses	700.00	700.00	0.00
Civil Defense:			
64. Expenses	4,000.00	3,955.81	44.19
Town Utilities:			
65. Hydrant Rental	47,630.00	47,500.00	130.00
66. Street Lights	<u>81,500.00</u>	<u>77,307.23</u>	<u>4,192.77</u>
Total Protection of Persons and Property	2,163,037.77	2,112,827.64	45,487.96
Total Protection of Persons & Property Encumbered		4,722.17	
Highways:			
Highway Department:			
67. Salaries & Wages	314,928.00	313,501.33	1,426.67
68. Overtime and Snow	33,899.26	33,899.26	0.00
69. Expenses	91,908.00	90,068.60	1,296.56
Encumbered		542.84	
70. Drainage	16,000.00	15,993.75	6.25
71. Snow and Ice Removal	111,764.64	108,006.16	3,758.48
72. Machinery Expenses	74,624.18	73,755.70	868.48

WARRANT BUDGET ITEM	APPROPRIATED OR AVAILABLE	DISBURSED	BALANCE
73. Gasoline & Diesel Fuel	107,803.00	104,190.61	3,612.39
74. Secondary Road Maintenance	73,000.00	72,962.39	37.61
76. Capital Outlay	<u>9,300.00</u>	<u>8,274.00</u>	<u>1,026.00</u>
Total Highways	833,227.08	820,651.80	12,032.44
Total Highways Encumbered		542.84	
Health and Sanitations:			
Board of Health:			
77. Salaries	53,453.97	52,998.26	414.04
Encumbered		41.67	
78. Expenses	8,240.00	3,990.72	2,749.28
Encumbered		1,500.00	
Eliot Clinic	<u>19,300.00</u>	<u>19,300.00</u>	<u>0.00</u>
Total Health & Sanitation	80,993.97	76,288.98	3,163.32
Total Board of Health Encumbered		1,541.67	
Cemeteries:			
Cemetery Department:			
83. Salaries	47,449.00	47,443.14	5.86
84. Expenses	<u>11,602.00</u>	<u>11,237.75</u>	<u>364.25</u>
Total Cemeteries	59,051.00	58,680.89	370.11
Recreation:			
Recreation Department:			
86. Salaries	79,741.00	66,135.30	13,605.70
87. Expenses	<u>5,182.00</u>	<u>4,308.25</u>	<u>873.75</u>
Total Recreation	84,923.00	70,443.55	14,479.45
Veterans Aid:			
Veterans Services:			
89. Salary	1,500.00	1,500.00	0.00
90. Expenses	150.00	74.38	75.62
91. Aid	<u>17,000.00</u>	<u>7,376.25</u>	<u>9,623.75</u>
Total Veterans Aid	18,650.00	8,950.63	9,699.37
Pensions:			
92. Pension	382,000.00	373,979.33	8,020.67
Insurance:			
93. Group Health	215,000.00	211,503.24	3,496.76
94. Other Insurance	<u>135,005.35</u>	<u>134,214.35</u>	<u>791.00</u>
Total Insurance	350,005.35	345,717.59	4,287.76
Maturing Debt and Interest:			
Town Government:			
General Obligation			
96. Maturing Debt	20,600.00	20,600.00	0.00
97. Interest	16,972.00	16,972.00	0.00
Sanitary Landfill:			
102. Maturing Debt	5,000.00	5,000.00	0.00
103. Interest	735.00	735.00	0.00
106. Interest in Anticipation of Revenue	<u>30,000.00</u>	<u>10,966.58</u>	<u>19,033.42</u>
Total Maturing Debt and Interest	73,307.00	54,273.58	19,033.42

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Libraries:			
Memorial Library:			
107. Salaries	179,032.00	179,031.22	.78
108. Expenses	8,280.00	8,279.42	.58
109. Books	40,000.00	39,999.99	.01
110. Capital Outlay	420.00	419.80	.20
West Acton Library:			
111. Salaries	12,264.00	12,226.96	37.04
112. Expenses	<u>4,585.00</u>	<u>4,585.00</u>	<u>0.00</u>
Total Libraries	244,581.00	244,542.39	38.61
Local Schools:			
115A. Operating Expenses	5,035,424.00	4,910,264.64	0.00
Encumbered		125,159.36	
115B. Out of State Travel	1,740.00	1,737.79	2.21
116. Blanchard Auditorium Expenses	48,510.00	45,846.62	1,569.16
Encumbered	<u></u>	<u>1,094.22</u>	<u></u>
Total Local Schools	5,085,674.00	4,957,849.05	1,571.37
Total Local Schools Encumbered		126,253.58	
Maturing Debt & Interest Local Schools:			
McCarthy Town School:			
117. Maturing Debt	70,000.00	70,000.00	0.00
118. Interest	10,290.00	10,290.00	0.00
Douglas School:			
121. Maturing Debt	35,000.00	35,000.00	0.00
122. Interest	3,063.00	3,062.50	.50
Gates School:			
123. Maturing Debt	55,000.00	55,000.00	0.00
124. Interest	10,148.00	10,147.50	.50
Conant School:			
125. Maturing Debt	80,000.00	80,000.00	0.00
126. Interest	34,200.00	34,200.00	0.00
School General Obligation:			
127. Maturing Debt	79,400.00	79,400.00	0.00
128. Interest	<u>65,416.00</u>	<u>65,415.50</u>	<u>.50</u>
Total Maturing Debt & Interest	442,517.00	442,515.50	1.50
Regional Schools:			
129A. Operating Budget	4,619,809.00	4,619,809.00	0.00
129B. Out of State Travel	1,140.00	1,140.00	0.00
130. Maturing Debt and Interest	<u>246,856.00</u>	<u>246,856.00</u>	<u>0.00</u>
Total Regional School	4,867,805.00	4,867,805.00	0.00
Minuteman Vocational School:			
132. Operating Budget	243,062.00	243,062.00	0.00
Other Vocational Schools:			
134. Tuition and Transportation	<u>6,938.00</u>	<u>0.00</u>	<u>6,938.00</u>
Total Vocational Schools	<u>250,000.00</u>	<u>243,062.00</u>	<u>6,938.00</u>
Total Appropriation Disbured	16,102,149.41	15,772,715.05	161,047.08
Total Appropriation Encumbered		168,387.28	

OTHER DISBURSEMENTSDISBURSED

Petty Cash Transfer	\$ 133,502.24
Revenue Sharing Transfers	192,476.70

Refunds:

1983	Personal Property	5,827.67
1982	Real Estate Tax	4,259.48
1983	Real Estate Tax	88,618.26
1984	Real Estate Tax	6,751.20
1982	Motor Vehicle Excise Tax	308.14
1983	Motor Vehicle Excise Tax	4,049.99
1984	Motor Vehicle Excise Tax	792.15
	Vendor Recovery	40.29
	Insurance Recovery	5,721.07
	Interest and Other Refunds	598.54
	Health Insurance	93.63

Trust Fund Transfers:

T--3	George Ames	93.00
T--4	Arlette Appleyard	211.00
T--5	Perpetual Care New Fund	9,141.32
T--6	Perpetual Care	22,682.77
T--7	A. B. Conant Family	210.00
T-10	Dr. Davis	126.50
T-11	M Desmond	257.50
T-12	Robbins & Family	26.00
T-13	E Robbins	163.00
T-15	Robbins & Ames	138.00
T-16	Elizabeth White Charity	1,689.00
T-17	Georgia Whitney Memorial	5,317.54
T-18	Georgia Whitney Charity	1,500.00
T-19	Georgia Whitney Cemetery	139.00
T-20	Frank Hayward	107.00
T-21	Hoitt & Scott	56.50
T-22	Mrs. Harry O'Neil	35.00
T-23	Frank Knowlton	71.50
T-24	Luke Blanchard	255.00
T-26	Henry Raymond	232.50
T-27	Hosmer Fund	8,423.31
T-28	Varnum Tuttle	1,503.51
T-29	J Roland Wetherbee	322.50
T-31	Sarah Watson	241.00
T-33	Carrie Wells	293.50
T-34	Jenks Family	8,854.84
T-35	Mary & Charles Smith	94.50
T-36	Ernest Jones	52.00
T-37	Jenks Fund Youth Program	1,113.00
T-01	Conant H. S. Library	536.31
T-72	Charlotte Conant	574.00
T-74	Minnie Davis	284.05
T-80	Mildred P Moore	38.95
T-82	Planter Fund	86.75
T-84	Newell B Tainter	2,260.75
T-88	William A Wilde	724.29
T-90	Katherine Kinsley	27.30

Temporary Loans:

Anticipation of Revenue	1,400,000.00
Highway Revenue	255,000.00
Conservation, Route 2 Land	0.00

OTHER DISBURSEMENTSDISBURSED

Payroll Withholdings:

Federal Tax	1,135,240.15
State Tax	375,262.77
County Retirement	190,400.98
Teacher Retirement	162,053.44
Teacher School Insurance	1,178.37
Group Life Insurance	7,862.40
Blue Cross & Shield	38,812.12
Health Insurance Retirees	36,181.18
School Maintenance Dues	822.50
Middlesex Institute for Savings	184,259.09
M.T.A. Credit Union	45,724.12
Fire Department Dues	3,537.00
Highway Department Dues	2,196.00
Teachers Dues	19,931.04
Teachers Annunities	127,945.70
Deferred Compensation	22,939.00
Disability Insurance	2,005.12
Multi-Group Health Insurance	4,524.04
Police Dues	3,527.40
Court Judgement	280.00

Agency:

Sales Tax	.60
Filing Fees, Planning Board	267.74
Performance Bond, Deposit Eng.	12,500.00
Performance Bond, Selectmen	45,786.68
Cafeteria Revolving Fund	114,104.70
Police Off Duty Details	64,799.69
Dog License to Middlesex County	1,596.00
Division of Fish & Game Licenses	7,613.50
Tax Collection Deputy Fees	2,233.04
Perpetual Care Bequests	19,602.00
Recreation Revolving Funds	17,369.35
Conant Rental Fund	5,208.25
Cash Due A/B Regional School	107,310.00
Fire Department Off Duty Details	60.00

Federal Funds:

Title I	20,545.61
Chapter 2	9,803.30
Title 4C Basic Challenge	6,451.39
Assertive Discipline	50.00

Public Law 874

9,914.00

Gifts and Bequest:

Memorial Library	1,228.39
W R Grace Co.	5,300.00

Grants:

Ed Encreasing Adm. Com. Skills	515.00
Elderly Grant	1,613.00
Arts Lottery	2,458.88
Elections Cost	1,021.68
Police DWI	3,751.54

State and County Assessments:

County Tax	295,086.48
Air Polution Control	3,593.00
State Recreation Area	96,153.00
Metropolitan Area Planning Council	2,965.00
Motor Vehicle Excise Tax Bills	2,554.00
Group Insurance, Elderly	924.00
Regional Transit Authority	9,087.00

OTHER DISBURSEMENTSDISBURSED

Articles:

32	5/74	Great Hill Recreation	96.64
13	12/74	Plans Refuse Disposal	1,960.00
11	4/78	Sidewalk Construction	4,359.65
32	4/79	West Acton Square	190.30
35	4/79	Wet Land Mapping	2,000.00
29	4/81	Commuter Parking Lot	25,613.79
21	4/82	Maintenance Town Roofs	49,761.35
22	4/82	Maintenance Local School Roofs	277,756.29
24	4/82	Memorial Library Water Proofing	10,000.00
25	4/82	Transfer Station	5,545.00
5	5/82	Sodium Study	120.00
7	4/83	Retirement Fund Res.	60,000.00
14	4/83	Stabilization Fund	100,000.00
16	4/83	W. R. Grace Consultant	25,000.00
17	4/83	Land Purchases	8,000.00
22	4/83	Purchase Mosquito Sprayer	88.00
23	4/83	Tree Planting	3,773.20
25	4/83	Police Cruisers	41,115.76
27	4/83	Jaws of Life	11,025.00
28	4/83	Highway Equipment	72,512.55
29	4/83	Transfer Station	9,131.01
31	4/83	Sidewalk Construction	16,399.33
32	4/83	West Acton Traffic Study	2,800.00
36	4/83	Sanitation Hours	5,738.00
37	4/83	Unpaid Bills	2,700.00
4	6/83	Wastewater	38,079.58
10	6/83	Purchase Sealer Equipment	1,117.00
11	6/83	Repairs, DPW and Police Roofs	20,000.00
10	4/84	Nursing Service Enterprises Funds	127,725.79
		Nursing Service Encumbered	1,777.18
11	4/84	Merriam School Rental Enterprise	93,018.09
14	4/84	McKelvie Land Acquisition	3,500.00
22	4/84	Zoning By-Laws Revision	16,600.00
26	4/84	Animal Control	1,974.17

Total Articles Disbursed

1,037,700.50

Total Articles Encumbered

1,777.18

Encumbered Funds:

Moderator	40.00
Town Accountant	3,590.00
Buildings & Grounds	213.51
Cemetery	1,900.00
School Department	88,182.02

Highway Construction Contracts

85,000.00

Total Disbursed

22,391,412.37

Total Encumbered

170,164.46

Auditors' Report

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ARTHUR ANDERSEN & CO.
BOSTON, MASSACHUSETTS

To the Honorable Board of Selectmen,
Town of Acton, Massachusetts:

We have examined the financial statements of the various funds and account groups of the TOWN OF ACTON, MASSACHUSETTS as of June 30, 1984 and for the year then ended, as listed in the foregoing index. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The Town follows accounting policies promulgated by the Commonwealth of Massachusetts which vary in certain respects from generally accepted accounting principles. The most significant difference relates to the use of the cash basis method for recording employee pension expenses. Generally accepted accounting principles require that pension costs be determined by actuarial methods, described in Note 3, instead of the cash or "pay-as-you-go" basis as reflected in the accompanying financial statements. Information is not available to quantify the cumulative liability for pension benefits which would be reflected in the financial statements as of June 30, 1984 had the Town followed an actuarial method of accounting for pension costs.

As is the practice with many municipalities in the Commonwealth of Massachusetts, the Town does not capitalize the cost of its general fixed assets (see Note 2(f)), as required by generally accepted accounting principles.

The Town has established separate enterprise (self-supporting) funds to account for the activities of its Nursing Services and Merriam School Building. However, certain assets such as inventories, supplies and fixed assets and certain expenses such as depreciation are not reflected in the accompanying financial statements (see Note 2(g)) as required by generally accepted accounting principles for enterprise funds.

In our opinion, except for the effect of (1) not providing for pension costs on an actuarial basis, (2) not capitalizing general fixed assets and (3) not recording certain assets such as inventories, supplies and fixed assets and certain expenses such as depreciation in the enterprise funds, the accompanying financial statements present fairly the financial position of the various funds and account groups of the Town of Acton, Massachusetts as of June 30, 1984 and their respective changes in fund balances, transfers and expenditures for the year then ended, in conformity with generally accepted accounting principles, which, except for the changes (with which we concur) in the methods of accounting for revenues and compensated absences as discussed in Note 1, were applied on a basis consistent with that of the preceding year.

September 28, 1984.

Arthur Andersen & Co.

ARTHUR ANDERSEN & CO.

BOSTON, MASSACHUSETTS

To the Honorable Board of Selectmen,

Town of Acton, Massachusetts:

We have examined the financial statements of the various funds and account groups of the TOWN OF ACTON, MASSACHUSETTS for the year ended June 30, 1984 and have issued our report thereon, which was qualified in several respects, dated September 28, 1984. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In connection with our examination, we also (1) performed tests of compliance with the Federal Revenue Sharing Act and regulations as detailed in the Commentary on the Audit Requirements of the 1980 Amendments to the State and Local Fiscal Assistance Act issued by the Office of Revenue Sharing, U.S. Department of the Treasury and (2) compared the data prepared by the Bureau of Census and submitted to the Town for confirmation with the audited records of the Town of Acton.

Based on these procedures, we noted no instance of noncompliance with the regulations and no material differences between the data prepared by the Bureau of Census and submitted to the Town for confirmation and the records of the Town of Acton for the year ended June 30, 1984.

September 28, 1984.

Arthur Andersen & Co.

TOWN OF ACTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 1984

	GOVERNMENTAL FUND TYPES				PROPRIETARY FUND TYPES		FIDUCIARY FUND TYPES		ACCOUNT GROUPS	
	General Fund	Special Revenue Funds	Special Assessment Fund		Enterprise Funds		Trust Funds		General Long-Term Obligations	Combined (Memorandum Only)
ASSETS:										
Cash, including savings accounts of \$77,382 at June 30, 1984	\$ 456,468	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78	\$ -	\$ -	\$ 456,546
Money Market Funds	3,303,323	470,480	-	-	-	-	110,000	-	-	3,883,803
Investments (Note 2(e))	1,685,210	-	-	-	-	-	1,780,306	-	-	3,465,516
Property taxes receivable- Current year's levy	454,010	-	-	-	-	-	-	-	-	454,010
Prior years' levy	6,122	-	-	-	-	-	-	-	-	6,122
Other receivables- Motor vehicle excise	484,760	-	-	-	-	-	-	-	-	484,760
Tax titles and possessions	642,652	-	-	-	-	-	-	-	-	642,652
Departmental and other	48,644	-	-	-	25,116	-	-	-	-	73,760
Intergovernmental	146,709	120,219	-	-	-	-	-	-	-	266,928
Due from (to) other funds	(234,309)	196,121	-	-	38,204	(16)	-	-	-	-
Apportioned assessments	-	-	3,443	-	-	-	-	-	-	3,443
Amount to be provided for retirement of debt (Note 4)	635,000	-	-	-	-	-	-	1,870,000	-	2,505,000
Total assets	\$7,628,589	\$786,820	\$3,443	\$63,320	\$1,890,368	\$12,242,540				

The accompanying notes are an integral part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 1984

(Continued)

	GOVERNMENTAL FUND TYPES			PROPRIETARY FUND TYPES		FIDUCIARY FUND TYPES		ACCOUNT GROUPS	
	General Fund	Special Revenue Funds	Special Assessment Fund	Enterprise Funds	Trust Funds	General Long-Term Obligations	Combined (Memorandum Only)		
LIABILITIES AND RESERVES:									
Accounts payable	\$ 689,155	\$ 12,744	\$ -	\$ 6,107	\$ -	\$ -	\$ 708,006		
Other liabilities	207,198	-	-	-	-	-	207,198		
Revenue reserved until collected	1,498,417	65,127	-	-	-	-	1,563,544		
Reserve for abatements	308,145	-	-	-	-	-	308,145		
Bonds payable (Note 4)	-	-	-	-	-	1,870,000	1,870,000		
Temporary borrowings	713,000	-	-	-	-	-	713,000		
Guarantee deposits	173,615	-	-	-	-	-	173,615		
Total liabilities and reserves	\$3,589,530	\$ 77,871	\$ -	\$ 6,107	\$ -	\$1,870,000	\$ 5,543,508		
FUND EQUITY AND FUND BALANCES:									
Retained earnings	\$ -	\$ -	\$ -	\$57,213	\$ -	\$ -	\$ 57,213		
Overlay surplus	178,726	-	-	-	-	-	178,726		
Reserved	-	708,949	-	-	1,890,368	-	2,599,317		
Unreserved	2,813,017	-	3,443	-	-	-	2,816,460		
Continued appropriations	1,047,316	-	-	-	-	-	1,047,316		
Total fund equity and fund balances	\$4,039,059	\$708,949	\$3,443	\$57,213	\$1,890,368	\$ -	\$ 6,699,032		
	\$7,628,589	\$786,820	\$3,443	\$63,320	\$1,890,368	\$1,870,000	\$12,242,540		

The accompanying notes are an integral part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

COMBINED STATEMENT OF REVENUES, TRANSFERS, EXPENDITURES AND

CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1984

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES		
	General Fund	Special Revenue Funds	Special Assessment Fund	Expendable Trust Funds	Combined (Memorandum Only)	
REVENUES (Notes 1 and 2):						
Property taxes, net of provision for abatements of \$200,000	\$13,429,739	\$ -	\$ -	\$ -	\$13,429,739	
Motor vehicle excise tax	693,060	-	-	-	693,060	
Intergovernmental receipts	2,021,663	375,583	-	-	2,397,246	
Interest and dividends	408,942	52,661	-	32,477	494,080	
Departmental and other	550,559	216,377	-	-	766,936	
	\$17,103,963	\$ 644,621	\$ -	\$ 32,477	\$17,781,061	
TRANSFERS FROM (TO) OTHER FUNDS	\$ 45,922	\$ (205,922)	\$ -	\$160,000	\$ -	
EXPENDITURES:						
Education	\$10,169,870	\$ 157,105	\$ -	\$ -	\$10,326,975	
Public safety	2,171,131	64,800	-	-	2,235,931	
Health and sanitation	424,858	-	-	-	424,858	
Public works	1,056,950	-	-	-	1,056,950	
Recreation	74,401	17,369	-	-	91,770	
Debt service	496,791	-	-	-	496,791	
Employee benefits (Note 3)	373,979	-	-	-	373,979	
General government	1,495,642	-	-	-	1,495,642	
State and county assessments	421,907	-	-	-	421,907	
Other	324,075	24,862	-	-	348,937	
	\$17,009,604	\$ 264,136	\$ -	\$ -	\$17,273,740	
EXCESS OF REVENUES AND TRANSFERS OVER EXPENDITURES	\$ 140,281	\$ 174,563	\$ -	\$192,477	\$ 507,321	
OTHER FINANCIAL SOURCES (USES):						
Transfer from reserve for abatements	\$ 122,230	\$ -	\$ -	\$ -	\$ 122,230	
Other, net	125,102	-	(410)	-	124,692	
	\$ 247,332	\$ -	\$ (410)	\$ -	\$ 246,922	
CUMULATIVE EFFECT OF CHANGE IN ACCOUNTING (Note 1)	\$ (651,566)	\$ 61,584	\$ -	\$ -	\$ (589,982)	
FUND BALANCES, beginning of year (Note 1)	\$ 4,303,012	\$ 472,802	\$3,853	\$340,473	\$ 5,120,140	
FUND BALANCES, end of year	\$ 4,039,059	\$ 708,949	\$3,443	\$532,950	\$ 5,284,401	

The accompanying notes are an integral part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

GENERAL FUND - BUDGETARY BASIS

STATEMENT OF REVENUES, TRANSFERS AND EXPENDITURES -

BUDGET AND ACTUAL (NOTE 2(h))

FOR THE YEAR ENDED JUNE 30, 1984

	<u>Budget</u>	<u>Total Actual</u>
REVENUES:		
Property taxes	\$13,168,415	\$13,168,416
Motor vehicle excise tax	598,707	672,266
Intergovernmental receipts	2,026,443	2,021,663
Interest	395,300	408,942
Departmental and other	436,930	550,591
	-----	-----
	\$16,625,795	\$16,821,878
	-----	-----
TRANSFERS FROM (TO) OTHER FUNDS	\$ 45,922	\$ 45,922
	-----	-----
EXPENDITURES:		
Education	\$10,293,956	\$10,156,899
Public safety	2,262,463	2,171,131
Health and sanitation	1,101,576	399,084
Public works	1,148,139	1,056,950
Recreation	97,090	74,401
Debt service	515,824	496,791
Employee benefits (Note 3)	382,000	373,979
General government	1,614,924	1,470,290
State and county assessments	425,682	421,907
Other	334,182	324,075
	-----	-----
	\$18,175,836	\$16,945,507
	-----	-----
EXCESS (DEFICIT) OF REVENUES AND TRANSFERS OVER EXPENDITURES	\$ (1,504,119)	\$ (77,707)
	=====	=====

The accompanying notes are an integral
part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

COMBINING STATEMENT OF CHANGES IN FUND BALANCES

SPECIAL REVENUE FUNDS, EXPENDABLE AND NONEXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1984

	Balance June 30, 1983	Revenues and Receipts	Interest and Dividends	Disbursements	Interfund Transfers	Cumulative Effect of Change in Accounting Principle (Note 1)	Balance June 30, 1984
SPECIAL REVENUE FUNDS:							
Federal Revenue Sharing*	\$ 384,467	\$226,860	\$ 52,661	\$ -	\$(200,000)	\$61,584	\$ 525,572
School lunch	19,342	131,300	-	114,105	-	-	36,537
Other revolving accounts	6,219	84,145	-	87,377	5,000	-	7,987
Highway improvements	14,957	60,366	-	-	-	-	75,323
Other	47,817	89,289	-	62,654	(10,922)	-	63,530
	-----	-----	-----	-----	-----	-----	-----
Total special revenue funds	\$ 472,802	\$591,960	\$ 52,661	\$264,136	\$(205,922)	\$61,584	\$ 708,949
	=====	=====	=====	=====	=====	=====	=====
EXPENDABLE TRUST FUNDS:							
Stabilization	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Retirement	340,473	-	32,477	-	60,000	-	432,950
	-----	-----	-----	-----	-----	-----	-----
Total expendable trust funds	\$ 340,473	\$ -	\$ 32,477	\$ -	\$ 160,000	\$ -	\$ 532,950
	=====	=====	=====	=====	=====	=====	=====
NONEXPENDABLE TRUST FUNDS:							
School and library	\$ 88,492	\$ -	\$ 8,406	\$ 10,978	\$ -	\$ -	\$ 85,920
Charity	171,034	-	16,196	4,693	-	-	182,537
Cemetery	935,378	19,602	88,544	52,025	-	-	991,499
General	90,375	-	8,200	1,113	-	-	97,462
	-----	-----	-----	-----	-----	-----	-----
Total nonexpendable trust funds	\$1,285,279	\$ 19,602	\$121,346	\$ 68,809	\$ -	\$ -	\$1,357,418
	=====	=====	=====	=====	=====	=====	=====

* Federal Revenue Sharing funds were transferred to the General Fund and disbursed for policemen's salaries. Amounts expended agree with budgeted expenditures.

The accompanying notes are an integral part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

COMBINED STATEMENT OF REVENUES, EXPENSES, TRANSFERS AND

CHANGES IN FUND EQUITY - ENTERPRISE FUNDS

FOR THE YEAR ENDED JUNE 30, 1984

REVENUES (Note 2(g)):	
Charges for services	\$207,073

EXPENSES:	
Outside contractors	\$ 67,292
Salaries	79,724
Utilities	49,364
General and administrative	12,811
Maintenance	13,330
Other	777

Total expenses	\$223,298

INCOME (LCSS) BEFORE TRANSFERS	\$(16,225)
TRANSFERS FROM (TO) OTHER FUNDS	57,945

NET INCOME	\$ 41,720
FUND EQUITY, beginning of year	15,493

FUND EQUITY, end of year	\$ 57,213
	=====

The accompanying notes are an integral
part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

COMBINING BALANCE SHEET - ENTERPRISE FUNDS

JUNE 30, 1984

	Nursing Services	Merriam School Building	Combined
ASSETS:			
Accounts receivable from customers	\$25,116	\$ -	\$25,116
Due from (to) general fund	35,702	2,502	38,204
	-----	-----	-----
	\$60,818	\$2,502	\$63,320
	-----	-----	-----
Fixed assets (Note 2(f))	\$ -	\$ -	\$ -
Less- Accumulated depreciation	-	-	-
	-----	-----	-----
	\$ -	\$ -	\$ -
	-----	-----	-----
Total assets	\$60,818	\$2,502	\$63,320
	=====	=====	=====
LIABILITIES:			
Accounts payable	\$ 5,623	\$ 484	\$ 6,107
	-----	-----	-----
Total liabilities	\$ 5,623	\$ 484	\$ 6,107
	-----	-----	-----
FUND EQUITY:			
Retained earnings	\$55,195	\$2,018	\$57,213
	-----	-----	-----
	\$60,818	\$2,502	\$63,320
	=====	=====	=====

The accompanying notes are an integral
part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

COMBINING STATEMENT OF REVENUES, EXPENSES, TRANSFERS

AND CHANGES IN FUND EQUITY - ENTERPRISE FUNDS

FOR THE YEAR ENDED JUNE 30, 1984

	<u>Nursing Services</u>	<u>Merriam School Building</u>	<u>Combined</u>
REVENUES (Note 2(g)):			
Charges for services	\$112,037	\$95,036	\$207,073
	-----	-----	-----
EXPENSES:			
Outside contractors	\$ 67,292	\$ -	\$ 67,292
Salaries	50,314	29,410	79,724
Utilities	1,777	47,587	49,364
General and administrative	10,120	2,691	12,811
Maintenance	-	13,330	13,330
Other	777	-	777
	-----	-----	-----
Total expenses	\$130,280	\$93,018	\$223,298
	-----	-----	-----
INCOME (LOSS) BEFORE TRANSFERS	\$(18,243)	\$ 2,018	\$(16,225)
TRANSFERS FROM (TO) OTHER FUNDS	57,945	-	57,945
	-----	-----	-----
NET INCOME	\$ 39,702	\$ 2,018	\$ 41,720
FUND EQUITY, beginning of year	15,493	-	15,493
	-----	-----	-----
FUND EQUITY, end of year	\$ 55,195	\$ 2,018	\$ 57,213
	=====	=====	=====

The accompanying notes are an integral
part of these financial statements.

TOWN OF ACTON, MASSACHUSETTS

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1984

(1) Change in Accounting Principles

As of July 1, 1983, the Town of Acton (the Town) changed its method of accounting for certain revenues in the General Fund and Special Revenue Funds. Real estate and personal property taxes, which had previously been recorded on the accrual basis, and other General Fund receipts which had previously been recorded on the cash basis, are now recognized on a modified accrual basis. This new method is considered to be preferable, because it more accurately reflects revenues in the period in which they become available and measurable.

As of July 1, 1983, the Town also changed its method of accounting for employee compensated absences from the cash basis to the accrual basis, as required by the National Council on Governmental Accounting (NCGA) Statement No. 4.

The effect of these changes in accounting principle decreased the Town's fund balances as of June 30, 1983 by approximately \$590,000, which has been reflected in the accompanying Combined Statement of Revenues, Transfers and Expenditures as a cumulative effect of change in accounting. The cumulative effect of \$590,000 is comprised of approximately \$474,000 related to changes in revenue recognition policy and \$116,000 related to changes in compensated absence expense recognition policy. In addition, the change in revenue recognition policy resulted in an increase in 1984 General Fund revenue of approximately \$282,000 and a decrease in 1984 Special Revenue Funds revenue of approximately \$6,000, from that which would have been reported using the Town's previous method of recognizing revenues. The change in compensated absence expense recognition policy had an immaterial effect on 1984 expenditures.

(2) Summary of Significant Accounting Policies

Accounting policies and financial reporting practices for municipalities in Massachusetts are prescribed by the Uniform Municipal Accounting System (UMAS) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting policies followed by the Town are as follows:

(a) Basis of Presentation

The accompanying financial statements include the financial transactions of the Town of Acton, Massachusetts, except for those transactions involving the Acton Housing Authority, the Acton-Boxborough Regional School District and the Acton Water Supply District which are activities independent of the Town.

(b) Fund Accounting

Financial transactions of the Town are recorded in the following funds or account groups:

- (1) The General Fund reflects the financial transactions related to general governmental activities which are not otherwise accounted for in another fund.

Included within the General Fund are the unreserved fund balance (surplus revenue) and overlay surplus.

- The unreserved fund balance is the amount by which unrestricted cash, money market funds, investments, accounts receivable and other assets exceed liabilities and reserves.
- Overlay surplus represents the unused portion of funds appropriated for tax abatements in prior years. Overlay surplus is available to fund extraordinary or unforeseen expenses upon vote by the Town Meeting.

- (2) Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments and expendable trusts) that are legally restricted to expenditures for specified purposes. These sources include Federal Revenue Sharing funds, which must be expended in accordance with Federal Revenue Sharing guidelines; gifts and grants from outside sources, which must be expended in accordance with the provisions of the grants and funds related to specific activities of the Town; and designated funds, which are available to fund future operations as prescribed by the Town.
- (3) The Special Assessment Fund accounts for the amounts levied against individual property owners for sidewalk betterments payable over future periods through 1991. The General Fund balance sheet includes the current portion of unpaid assessments due.
- (4) The Enterprise Funds reflect the revenues and expenditures pertaining to the operation of the Town's Nursing Services and Merriam School Building.
- (5) The Trust Funds account for money and securities received and held by the Town as trustee or custodian for individuals, private organizations and other governmental agencies.

Trust Funds are classified as expendable or nonexpendable depending on whether the principal portion of the fund balance may be expended for the specified purpose, or whether only investment income may be used.

(b) Fund Accounting (Continued)

- (6) The General Long-Term Obligations Group of Accounts reflects the liabilities for long-term debt and retirements thereof. The balance payable on long-term debt is offset by resources to be provided through taxation in future years.

Under the terms of state law, the Town is reimbursed for a portion of the debt service requirements which were incurred to finance school construction. The Commonwealth reimburses the Town over the period of the debt service. These reimbursements are included in General Fund revenue when received from the Commonwealth.

(c) Accounting for Revenues

Substantially all revenues are recorded on the modified accrual basis, whereby all receipts collected during the July 1 to August 31 period related to the preceding fiscal year are reflected as revenues for that year. Interest is recorded using the cash basis, which approximates that which would be recorded on the accrual basis.

(d) Accounting for Expenditures

Disbursements for material and supply inventories are considered expenditures rather than assets at the time of purchase. Prepayments are recorded as expenditures at the time of payment and are not deferred and amortized. Interest cost is recognized when due and is not accrued over time. The repayment of long-term debt principal is recorded as an expenditure of the General Fund when paid.

Employees earn vacation and personal days pursuant to Town policy and collective bargaining agreements, as they provide services to the Town. Vacation benefits earned must be taken within the six-month period following the year in which they are earned or they are forfeited. Personal days must be used during the calendar year in which they are earned or they are forfeited. The obligation for earned vacation and personal days not yet taken at June 30, 1984 is accounted for as a liability in the General Fund.

(e) Investments

General Fund and Expendable Trust Funds investments, which consist of certificates of deposit and repurchase agreements with banks, are stated at cost, which approximates market value at June 30, 1984.

Nonexpendable Trust Fund investments are stated at cost, which amounted to \$1,247,356 at June 30, 1984. The market value of these investments was \$1,211,090 as of that date.

(f) Accounting for Fixed Assets

The Town does not record fixed assets in an asset account at the time of acquisition. General fixed asset acquisitions are recorded as expenditures at the time purchases are made.

(g) Accounting for Nursing Services and Merriam School Building

The Town provides nursing services for Town residents with rates based on limits set by Medicare. The Town also rents space in the Merriam School Building for the purpose of providing rental income to maintain the building.

As of July 1, 1983, the Town changed its method of accounting for the operations of the Nursing Services and Merriam School Building. In 1984, these activities are presented as separate enterprise funds since the funds' activities are financed primarily by user charges.

Nursing Services and Merriam School Building activities were previously included in the books and records of the Town as part of the Special Revenue Fund. As described above, fixed assets related to these activities are not recorded or depreciated on the books of the Town. Generally accepted accounting principles require that enterprise funds be accounted for on an accrual basis.

(h) Budgetary Basis Statement of Revenues, Transfers and Expenditures

The actual General Fund amounts shown on the accompanying budgetary basis statement of revenues, transfers and expenditures differ in some cases from the corresponding amounts reported under generally accepted accounting principles, as they have been restated to reflect timing of income and expense recognition consistent with the Town's legally adopted budget. The principal differences are that:

- (1) Revenues are stated so as to reflect actual commitments during the year, rather than the modified accrual basis described in Note 2(c).
- (2) Expenditures do not include certain expenses accrued under generally accepted accounting principles which the Town intends to provide for in future appropriations (e.g., accrued vacation).

Massachusetts law does not require preparation of a budget for grants accounted for in the Special Revenue Funds. Since such grants, other than Federal Revenue Sharing, are not budgeted, a budgetary comparison with actual results of operations is not presented in the accompanying statement.

(3) Pension Plans

The teachers and certain administrative and other professional employees of the Town's school department participate individually in a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board. The Town does not contribute to this plan.

Substantially all other employees of the Town are participants in the Middlesex County Retirement System. Under the provisions of this system, employees contribute certain percentages of their pay and are eligible for retirement benefits after meeting the prescribed age and/or period of service criteria. In addition, the Town contributes to this system an annual amount determined by the Middlesex County Retirement System primarily on the basis of projected annual benefit payments for the year ("pay-as-you-go"). The Town's contribution for the year ended June 30, 1984 amounted to approximately \$374,000. In addition, the Town has provided supplemental funding under Chapter 559 of the Acts of 1977. In 1984, \$60,000 was transferred to an Expendable Trust Fund set up for this purpose. The approximate funding required on an actuarial basis per the January 1, 1983 actuarial valuation assuming amortization of past service costs over 30 years for the year ended June 30, 1984 was \$544,000.

The following table presents the benefit and asset information applicable to the Town of Acton as of January 1, 1983, the date of the latest actuarial valuation:

Actuarial present value of accumulated plan benefits-

Vested	\$4,930,561
Nonvested	379,769

	\$5,310,330
	=====
Net assets available for plan benefits	\$1,271,406
	=====

The actuarial present value of accumulated benefits results from applying actuarial assumptions to reflect the time value of money and the probability of payment, to those future periodic payments that are attributable under the Plan's provisions to the service employees have rendered. The significant actuarial assumptions are: (1) life expectancy of participants according to the 1971 Group Annuity Mortality Table, (2) an investment return of 7-1/2% per annum, (3) salary increases at a rate of 6% per annum and (4) cost-of-living increases at the rate of 3% per annum. Assets were measured at cost as of January 1, 1983.

(4) Long-Term Debt

As of June 30, 1984, the Town had the following outstanding long-term debt in the General Long-Term Obligation account group:

	<u>Date of Issue</u>	<u>Fiscal Year of Maturity</u>	<u>Original Principal Amount</u>	<u>Interest Rate</u>	<u>Amount Outstanding at June 30, 1984</u>
SCHOOL DEBT- OUTSIDE DEBT LIMIT:					
Douglas Elementary School Project	11-01-65	1986	\$ 725,000	3.5 %	\$ 70,000
Gates Elementary School Project	10-01-67	1988	1,045,000	4.1	220,000
Conant Elementary School Project	09-01-70	1991	1,625,000	5.7	560,000
McCarthy School Renovation	12-01-76	1987	750,000	4.2	210,000
			-----		-----
Total school debt			\$4,145,000		\$1,060,000
			-----		-----
GENERAL DEBT- INSIDE DEBT LIMIT:					
General Obligation	07-15-82	1993	\$ 895,000	9.75%	\$ 795,000
Land Acquisition	12-01-76	1987	118,000	4.2	15,000
			-----		-----
Total general debt			\$1,013,000		\$ 810,000
			-----		-----
Total debt			\$5,158,000		\$1,870,000
			=====		=====

Loans authorized and amounts issued through bond anticipation notes consisted of the following as of June 30, 1984:

<u>Description</u>	<u>Fiscal Year Authorized</u>	<u>Amount Authorized</u>	<u>Amount Issued</u>
Conservation	1974	\$ 56,000	\$ -
Commuter Parking Lot	1982	2,500	-
Transfer Station	1983	635,000	635,000

Debt service for future years consists of the following:

	<u>Current Year Debt Service</u>	<u>Cumulative Liability</u>		
		<u>Total</u>	<u>Principal</u>	<u>Interest</u>
For the year ending				
June 30,				
1984	\$485,822	\$2,324,729	\$1,870,000	\$454,729
1985	464,882	1,859,847	1,525,000	334,847
1986	443,942	1,415,905	1,180,000	235,905
1987	388,615	1,027,290	870,000	157,290
1988	295,475	731,815	635,000	96,815
1989	225,038	506,777	455,000	51,777
1990	210,728	296,049	275,000	21,049
1991	196,418	99,631	95,000	4,631
1992	99,631	-	-	-

(5) 1985 Budget

The Town has authorized a fiscal 1985 operating and capital budget totaling \$17,917,654 which will be financed from the following sources:

1985 Tax levies, state grants, departmental receipts, etc.	\$17,646,732
Special Revenue Funds-	
Federal Revenue Sharing	200,000
Other	10,922
Surplus revenue	60,000

	\$17,917,654
	=====

In addition, the Town has carried forward appropriations totaling \$1,047,316 from 1984 and prior years for projects authorized by the Town Meeting, but not yet completed.

(6) Commitments and Contingencies

The Town has been named as a defendant in a number of lawsuits at June 30, 1984. In the opinion of the administration, the ultimate resolution of these legal actions will not result in a material loss to the Town.

TOWN OF ACTON ZONING BYLAW

THE FOLLOWING TOWN OF ACTON ZONING BYLAW IS REVISED UP TO AND INCLUDING THE SPECIAL TOWN MEETING OF May 7, 1984.

NOTE: The Table of Contents, "Information Relative to the Laws and Regulations Governing Land Use", and notes written in script style are included for convenience of reference only and are not part of the Bylaw.

TOWN OF ACTON ZONING BYLAW

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INFORMATION RELATING TO LAWS AND REGULATIONS GOVERNING LAND USE

Land use in the Town of Acton is subject to regulation under various Town Bylaws and Statutes of the Commonwealth. Included among these are the Acton Zoning Bylaw, adopted pursuant to Chapter 40A, "The Zoning Act" of the Commonwealth of Massachusetts, and the following:

TOWN OF ACTON GENERAL BYLAWS set forth the Town's general regulations including provisions pertaining to: street numbering, discharges of liquids, abandoned wells, excavations, registration of ownership of a building for occupancy by two or more families, site lanes and traffic regulations.

CONDOMINIUM ACT sets forth the Board of Selectmen's authority to establish procedures and regulations relative to the protection of tenants and purchasers of condominiums or cooperatives in the Town of Acton.

EARTH REMOVAL BYLAW sets forth the Board of Appeals authority to establish regulations and procedures concerning the removal of earth products (sand, gravel, loam, etc.) from a property.

SUBDIVISION RULES AND REGULATIONS set forth the Planning Board's procedures and standards to be followed in the subdivision of land and the construction of ways.

SCENIC ROAD BYLAW sets forth the Planning Board's authority to establish procedures and regulations to be followed if the repair, maintenance, reconstruction or paving of any designated scenic road involves cutting or removing trees or tearing down or destruction of any part of a stone wall.

RULES AND REGULATIONS OF THE ACTON BOARD OF HEALTH sets forth the Board of Health's authority to establish procedures and regulations for human habitation, farm labor camps, recreational camps for children, sewage disposal areas, swimming pools, bathing beaches, camp grounds, private and semi-public water supply, sanitation for food service establishments and retail food stores, disposal of sanitary sewage in unsewered areas, keeping farm animals and domestic pets and practice of massage or conducting vapor bath establishments.

STATE ENVIRONMENTAL CODE - Title 5 sets forth the minimum standards for the protection of public health and the environment when circumstances require the use of individual systems for the disposal of sanitary sewage in areas where municipal sewage systems are not available.

STATE BUILDING CODE sets forth the rules and regulations, administered by the Building Commission, relative to the construction, reconstruction, alteration, repair, demolition, removal, inspection, issuance and revocation of permits or licenses, installation of equipment, classification and definition of buildings and structures and use or occupancy thereof.

WETLANDS BYLAW sets forth the Conservation Commission's authority to establish procedures and regulations relative to the Town's local bylaw controlling activities deemed to have a significant impact upon wetland values.

STATE WETLANDS PROTECTION ACT is administered by the Conservation Commission and provides for public review of proposed projects which involve construction or other alterations of land in or near wetlands or land deemed subject to periodic flooding.

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APPENDIX

ZONING DISTRICTS OF THE TOWN OF ACTON - MAP # 1 "ZONING MAP"	
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FLOOD INSURANCE RATE MAP AND FLOOD BOUNDARY AND FLOODWAY MAP - MAP # 2 SHEET B	

NOTE: THE ABOVE DESCRIBED ZONING MAPS ARE ON FILE AT THE OFFICE OF THE TOWN CLERK AND THE PLANNING BOARD OFFICE.

NOTE: ALL WORDS WHICH ARE DEFINED IN SECTION 1.3 ARE CAPITALIZED THROUGHOUT THE BYLAW.

SECTION 1. AUTHORITY, PURPOSE AND DEFINITIONS

1.1 Authority - The Town of Acton Zoning Bylaw is adopted under Chapter 40A of the General Laws (the Zoning Act) and Article 89 of the Amendments to the Constitution (the Home Rule Amendment).

1.2 Purpose - The purpose of this bylaw is to implement the zoning powers granted to the Town of Acton under the Constitution and Statutes of the Commonwealth and includes, but is not limited to, the following objectives: to lessen congestion in the STREETS; to conserve health; to secure safety from fire, flood, panic and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; to encourage housing for persons of all income levels; to facilitate the adequate provision of transportation, drainage, sewage disposal, schools, parks, OPEN SPACE and other public requirements; to protect and enhance the quality and quantity of Acton's surface and groundwater resources; to conserve the value of land and BUILDINGS, including conservation of natural resources and the prevention of blight and pollution of the environment; to preserve and increase amenities; and to preserve and enhance the development of the natural, scenic and aesthetic qualities of the community.

1.3 Definitions - The words defined in this section shall be capitalized throughout the bylaw. Where a defined word has not been capitalized, it is intended that the meaning of the word be the same as the meaning ascribed to it in this section unless another meaning is clearly intended by its context. In this bylaw the following terms shall have the following meanings:

1.3.1 BUILDING: A STRUCTURE enclosed within exterior walls, built, erected and framed of a combination of any materials, whether portable or fixed, having a roof, to form a STRUCTURE for the shelter of persons, animals or property.

1.3.2 DWELLING UNIT: A portion of a BUILDING designed as the residence of one FAMILY.

1.3.3 FAMILY: A person or number of persons occupying a DWELLING UNIT and living as a single housekeeping unit, provided that a group of six or more persons shall not be deemed a FAMILY unless at least half of them are related by blood, marriage or adoption, including wards of the state.

1.3.4 FLOOR AREA, GROSS: The sum of the gross horizontal areas of the several floors of a BUILDING measured from the exterior face of exterior walls, or from the centerline of a wall separating two BUILDINGS, but not including interior parking spaces, loading space for motor vehicles, or any space where the floor-to-ceiling height is less than six feet.

rating two BUILDINGS, but not including interior parking spaces, loading space for motor vehicles, or any space where the floor-to-ceiling height is less than six feet.

1.3.5 FRONTAGE: A continuous LOT line along the sideline of a STREET.

1.3.6 OPEN SPACE - Those areas of a LOT on which no BUILDING or STRUCTURE is permitted, except as otherwise provided by this bylaw, and which are not used for parking, storage or display.

1.3.7 LOT: An area of land, undivided by any STREET, in one ownership with definitive boundaries ascertainable from the most recently recorded deed or plan which is 1) a deed recorded in Middlesex County South District Registry of Deeds, or 2) a Certificate of Title issued by the Land Court and registered in the Land Court section of such Registry, or 3) title of record disclosed by any and all pertinent public documents.

1.3.8 STREET: A STREET shall be 1) an improved public way laid out by the Town of Acton or, the Middlesex County Commissioners or the Commonwealth of Massachusetts; or 2) a way which the Acton Town Clerk certifies is maintained by public authority and used as a public way; or 3) a way shown on a plan theretofore approved and endorsed in accordance with the Subdivision Control Law; or 4) a way in existence as of March 9, 1953 having in the opinion of the Planning Board sufficient width, suitable grades and adequate construction to accommodate the vehicular traffic anticipated by reason of the proposed USE of the land abutting thereon or served thereby and for the installation of municipal services to serve such land and the BUILDINGS erected or to be erected thereon. A public or private way shall not be deemed to be a STREET as to any LOT of land that does not have rights of access to and passage over said way.

1.3.9 STRUCTURE: A combination of materials assembled to give support or shelter, such as BUILDINGS, towers, masts, sheds, roofed storage areas, mechanical equipment, swimming pools, signs, fences, but not including driveways, walkways and other paved areas, underground storage tanks, septic tanks and other systems, and accessory facilities associated with the provision of utilities such as drains, wells, transformers and telephone poles.

1.3.10 USE, ACCESSORY: Any USE which is incidental and subordinate to a PRINCIPAL USE.

1.3.11 USE, PRINCIPAL: The main or primary USE of any land or LOT.

Section 2 Zoning Districts

SECTION 2. ZONING DISTRICTS

2.1 Classification of Districts - The Town of Acton is hereby divided into the following zoning districts:

Residential Districts

Residence 2. R-2
Residence 4. R-4
Residence 8. R-8

Business Districts

Village Center Business. VCB
General Business GB

Industrial Districts

Light Industrial LI
General Industrial GI

Special Districts

Agricultural Recreation Conservation ARC
Planned Conservation Residential Community PCRC

Overlay Districts

Flood Plain. FP
Cluster Development. CD

2.2 Zoning Map - The zoning maps described below are part of this by-law. Location and boundaries of the zoning districts are shown on the zoning maps, which may be amended and are collectively referred to as "The Zoning Map".

Zoning Districts of the Town of Acton, April 11, 1984 (Scale 1" = 1200', consisting of a single sheet designated Map Number 1).

Flood Insurance Rate Map and Flood Boundary and Floodway Map dated June 14, 1978 (Scale 1" = 1000' consisting of two sheets designated Map Number 2 Sheet A and Map Number 2 Sheet B) and the associated data in the "Flood Insurance Study, Town of Acton, December 1977."

NOTE: THE ABOVE DESCRIBED ZONING MAPS ARE ON FILE AT THE OFFICE OF THE TOWN CLERK AND THE PLANNING BOARD OFFICE.

2.3 Zoning Map Interpretation - For purposes of interpretation of the Zoning Map, the following shall apply:

- 2.3.1 Zoning district boundaries which follow STREETS, railroads, or water courses shall be deemed to coincide with the mean center line thereof.
- 2.3.2 Zoning district boundaries, whose exact location are not indicated by means of dimensions, but which appear to follow a property or LOT line, shall be the property or LOT line that existed at the time the zoning district boundary was established.
- 2.3.3 Zoning district boundaries which appear to run parallel to the side-line of STREETS shall be parallel to such sidelines. Dimensions between the zoning district boundary lines and STREETS shall be measured perpendicular to the sideline of such STREET.
- 2.3.4 Where a zoning district boundary, other than an overlay district boundary, divides a LOT which was in single ownership on February 9, 1954, or upon the effective date of any amendment changing the boundaries of one of the zoning districts in which the LOT or a portion of the LOT lies, the regulations applicable to either zoning district may be extended to as much of the LOT as lies within 30 feet of the adjacent zoning district boundary.

NOTE: CRITERIA FOR DETERMINING THE BOUNDARIES OF THE FLOOD PLAIN DISTRICT MAY BE FOUND IN SECTION 4.1.3.

Section 3 Table of PRINCIPAL USES, Definitions and ACCESSORY USE Regulations

SECTION 3.
TABLE OF PRINCIPAL USES, PRINCIPAL USE DEFINITIONS
AND ACCESSORY USE REGULATIONS

NOTE: This section of the bylaw has three major parts; the "Table of PRINCIPAL USES", "PRINCIPAL USE Definitions", and the "ACCESSORY USE Regulations" which should be consulted to determine the PRINCIPAL and ACCESSORY USES or activities which are allowed on any parcel of land in Acton. The Flood Plain District is an overlay district which is superimposed on all other zoning districts. The reader is advised to consult the Flood Plain District regulations (see section 4.1) in all cases because they may also apply to the land in question.

TABLE OF PRINCIPAL USES - The Table of PRINCIPAL USES designates which PRINCIPAL land USES are allowed in each zoning district. Each PRINCIPAL USE category listed on the left hand column of the table corresponds to one of the PRINCIPAL USE definitions found in sections 3.2 through 3.7.

PRINCIPAL USE DEFINITIONS - Sections 3.2 through 3.7 contain the definitions of the PRINCIPAL land USES classified by the bylaw.

ACCESSORY USE REGULATIONS - Section 3.8 contains the regulations applicable to USES which are ACCESSORY to PRINCIPAL land USES permitted in the various districts.

3.1 Provisions for Table of PRINCIPAL USES and PRINCIPAL USE Definitions
- No land, STRUCTURE or BUILDING shall be used except for the purposes permitted in the district as set forth in this section unless otherwise permitted in this bylaw. The words used to describe each PRINCIPAL USE contained in sections 3.2 through 3.7, inclusive, are intended to be definitions of such USES.

A USE is permitted by right in any district under which it is denoted by the letter "Y".

A USE is prohibited in any district under which it is denoted by the letter "N".

A USE denoted by the letters "SPA" may be permitted by special permit from the Board of Appeals.

A USE denoted by the letters "SPS" may be permitted by special permit from the Board of Selectmen.

Where any USES permitted by right or by special permit are followed by the letter "R" in the Site Plan Special Permit column, a Site Plan Special Permit is required from the Board of Selectmen in accordance with section 10.4 and where the letters "WR" appear in the Site Plan Special Permit column, a Site Plan Special Permit is not required.

NOTE: SEE SECTION 10.3 FOR REQUIREMENTS APPLICABLE TO SPECIAL PERMITS AND SEE SECTION 10.4 FOR REQUIREMENTS APPLICABLE TO A SITE PLAN SPECIAL PERMIT.

3.1.1 If an activity might be classified under more than one of the PRINCIPAL USE definitions, the more specific definition shall determine whether the USE is permitted. If the activity might be classified under equally specific definitions, it shall not be permitted unless both PRINCIPAL USES are permitted in the district.

TABLE OF PRINCIPAL USES

ALL PRINCIPAL USES LISTED IN THIS TABLE ARE SUBJECT TO PROVISIONS IN CORRESPONDING SECTION 3.

PRINCIPAL USES	RESIDENTIAL DISTRICTS			BUSINESS DISTRICTS		INDUSTRIAL DISTRICTS		SPECIAL DISTRICTS		SITE PLAN SPECIAL PERMIT
	R-2	R-4	R-8	VCB	GB	LI	GI	ARC	PCRC (1)	
3.2 GENERAL USES										
3.2.1 AGRICULTURE	Y	Y	Y	Y	Y	Y	Y	Y	-	NR
3.2.2 CONSERVATION	Y	Y	Y	Y	Y	Y	Y	Y	-	NR
3.2.3 EARTH REMOVAL	N	N	N	N	N	N	SPS	N	-	R
3.2.4 RECREATION	SPS	SPS	SPS	SPS	Y	Y	Y	Y	-	R
3.3 RESIDENTIAL USES										
3.3.1 SINGLE FAMILY DWELLING	Y	Y	Y	Y	Y	N	N	N	-	NR
3.3.2 SINGLE FAMILY DWELLING WITH AN APARTMENT . . .	SPA	SPA	SPA	SPA	SPA	N	N	N	-	NR
3.3.3 DWELLING CONVERSIONS . .	SPA	SPA	SPA	SPA	SPA	N	N	N	-	NR
3.4 GOVERNMENTAL, INSTITUTIONAL AND PUBLIC SERVICE USES										
3.4.1 MUNICIPAL	Y	Y	Y	Y	Y	Y	Y	Y	-	NR
3.4.2 EDUCATIONAL	Y	Y	Y	Y	Y	Y	Y	Y	-	NR
3.4.3 RELIGIOUS	Y	Y	Y	Y	Y	Y	Y	Y	-	NR
3.4.4 NURSING HOME	SPS	SPS	SPS	SPS	SPS	N	N	N	-	R
3.4.5 PUBLIC OR PRIVATE UTILITY FACILITIES . . .	N	N	N	Y	Y	Y	Y	N	-	R
3.5 BUSINESS USES										
3.5.1 RETAIL STORE	N	N	N	Y	Y	N	N	N	-	R
3.5.2 BUSINESS OR PROFESSIONAL OFFICE . .	N	N	N	Y	Y	Y	Y	N	-	R
3.5.3 FINANCIAL	N	N	N	Y	Y	N	N	N	-	R
3.5.4 RESTAURANT	N	N	N	SPS	SPS	N	N	N	-	R
3.5.5 HOTEL, INN OR MOTEL . .	N	N	N	SPS	SPS	N	N	N	-	R
3.5.6 COMBINED BUSINESS AND DWELLING	N	N	N	SPS	SPS	N	N	N	-	R
3.5.7 LODGE OR CLUB	N	N	N	SPS	Y	N	Y	N	-	R
3.5.8 FUNERAL HOME	N	N	N	Y	Y	N	N	N	-	R
3.5.9 VETERINARY CARE	N	N	N	N	SPS	N	SPS	N	-	R
3.5.10 COMMERCIAL KENNEL . . .	N	N	N	N	SPS	N	SPS	N	-	R
3.5.11 PERSONAL SERVICES . . .	N	N	N	Y	Y	N	N	N	-	R
3.5.12 GENERAL SERVICES . . .	N	N	N	Y	Y	N	N	N	-	R
3.5.13 STUDIO	N	N	N	Y	Y	N	N	N	-	R
3.5.14 BUILDING TRADE SHOP . .	N	N	N	Y	Y	Y	Y	N	-	R
3.5.15 COMMERCIAL RECREATION .	N	N	N	N	SPS	N	SPS	N	-	R
3.5.16 COMMERCIAL AND TRADE SCHOOL	N	N	N	SPS	Y	Y	Y	N	-	R
3.5.17 AMUSEMENT FACILITY . . .	N	N	N	N	SPS	N	SPS	N	-	R
3.5.18 MOTOR VEHICLE SERVICE STATION OR CAR WASH . .	N	N	N	SPS	SPS	N	SPS	N	-	R
3.5.19 MOTOR VEHICLE REPAIR OR BODY SHOP	N	N	N	Y	Y	N	Y	N	-	R
3.5.20 LIGHT VEHICULAR AND EQUIPMENT SALES	N	N	N	N	Y	Y	Y	N	-	R
3.5.21 PARKING FACILITY	N	N	N	Y	Y	Y	Y	N	-	R
3.6 INDUSTRIAL USES										
3.6.1 WAREHOUSE	N	N	N	N	SPS	Y	Y	N	-	R
3.6.2 MINI-WAREHOUSE	N	N	N	SPS	Y	N	Y	N	-	R
3.6.3 CONSTRUCTION YARD . . .	N	N	N	N	N	N	Y	N	-	R
3.6.4 LUMBER YARD	N	N	N	N	N	N	Y	N	-	R
3.6.5 HEATING FUEL SALES AND SERVICE	N	N	N	N	SPS	N	SPS	N	-	R
3.6.6 HEAVY VEHICULAR SALES OR REPAIR GARAGE	N	N	N	N	N	N	Y	N	-	R
3.6.7 LIGHT MANUFACTURING . .	N	N	N	N	SPS	Y	Y	N	-	R
3.7 PROHIBITED USES										
3.7.1 HEAVY MANUFACTURING . .	N	N	N	N	N	N	N	N	-	NR
3.7.2 STORAGE	N	N	N	N	N	N	N	N	-	NR
3.7.3 AMUSEMENT	N	N	N	N	N	N	N	N	-	NR
3.7.4 GENERAL	N	N	N	N	N	N	N	N	-	NR

NOTES: (1) PRINCIPAL USE REGULATIONS APPLICABLE TO THE PLANNED CONSERVATION RESIDENTIAL COMMUNITY DISTRICT (PCRC) ARE CONTAINED IN SECTION 9.

Section 3 General Uses Residential Uses

3.2 General Uses

- 3.2.1 Agriculture - Cultivating and harvesting general crops including the storage of necessary farm equipment on parcels of less than five acres and raising of livestock if on parcels of more than five acres.
- 3.2.2 Conservation - The USE of land in its natural state or improved with trails or resource management programs that do not significantly alter its natural state.
- 3.2.3 Earth Removal - The removal of earth products from a LOT, including but not limited to, sand, gravel, soil, loam, and mineral products. The removal of earth products which is incidental to and in connection with 1) the necessary excavation and grading of a site for a BUILDING, or STRUCTURE and its appurtenant driveways or parking facilities for which a permit has been granted by either the Building Commissioner, the Board of Selectmen, the Planning Board or the Board of Appeals, or 2) the construction of a STREET approved under the Subdivision Control Law, shall not be considered as earth removal for the purposes of this provision.
- 3.2.4 Recreation - Non-commercial outdoor facilities for activities such as horseback riding, skiing, ice skating, swimming and tennis.
- 3.3 Residential Uses - No more than one BUILDING for dwelling purposes shall be located upon a LOT.
 - 3.3.1 Single FAMILY DWELLING - A detached DWELLING UNIT designed as the residence of one FAMILY.
 - 3.3.2 Single FAMILY DWELLING with an Apartment - A single FAMILY DWELLING, in existence on or before May 7, 1984, altered and used for not more than two DWELLING UNITS provided that one of the DWELLING UNITS is no larger than 800 square feet in GROSS FLOOR AREA and either the single FAMILY DWELLING or apartment is occupied by the owner of the property.
 - 3.3.3 DWELLING Conversions - A single FAMILY DWELLING or other residential BUILDING in existence prior to April 1, 1971 with less than four DWELLING UNITS altered and used for not more than four DWELLING UNITS where the LOT on which the BUILDING is located shall contain not less than 10,000 square feet per DWELLING UNIT and where one of the units is occupied by the owner of the property. In the VCB District the preceding requirement that the LOT on which the BUILDING is located shall contain not less than 10,000 square feet per DWELLING UNIT shall not apply.

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Section 3 Governmental, Institutional Public Service Uses Business Uses

3.4 Governmental, Institutional and Public Service Uses

- 3.4.1 Municipal - USE of land, BUILDINGS and STRUCTURES by the Town of Acton and the Water Supply District of Acton.
- 3.4.2 Educational - USE of land, BUILDINGS and STRUCTURES for providing learning in a general range of subjects on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic; or by a religious sect or denomination; or by a nonprofit educational entity.
- 3.4.3 Religious - USE of land, BUILDINGS and STRUCTURES for religious purposes by a religious sect or denomination.
- 3.4.4 Nursing Home - An extended or intermediate care facility licensed or approved to provide full-time convalescent or chronic care.
- 3.4.5 Public or Private Utility Facilities - Facilities, equipment and STRUCTURES necessary for conducting a service by a public service corporation.
- 3.5 Business Uses
 - 3.5.1 Retail Store - An establishment engaged in displaying and selling goods or merchandise within a BUILDING to the general public or to business establishments which goods or merchandise are not intended for resale; except that a garden center, florist or commercial greenhouse may have open air display of horticultural products.
 - 3.5.2 Business or Professional Office - A business or professional office; a medical office or out-patient clinic, including laboratories incidental thereto.
 - 3.5.3 Financial - Bank, loan agency or similar facility.
 - 3.5.4 Restaurant - Establishment where food and beverages are sold within a BUILDING to customers for consumption 1) at a table or counter, or 2) on a patio closed on all sides with entrance to the patio normally available only from the BUILDING, or 3) off the premises as carry-out orders, except that drive-up service shall not be allowed, or 4) any combination of the above. In the V.C.B. District, such USES shall have a maximum GROSS FLOOR AREA of 5,000 square feet.
 - 3.5.5 Hotel, Inn or Motel - A facility providing transient lodging accommodations to the general public.
 - 3.5.6 Combined Business and DWELLING - A BUILDING used for business USES and for not more than four DWELLING UNITS.

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Section 3 Business Uses (Cont.)

- 3.5.7 Lodge or Club - A facility used by a non-commercial organization which is characterized by formal written membership requirements.
- 3.5.8 Funeral Home - Undertaking or funeral establishment.
- 3.5.9 Veterinary Care - A facility where animals are given medical or surgical treatment and where boarding of animals is limited to short term care incidental to the medical or surgical treatment.
- 3.5.10 Commercial Kennel - Establishment where dogs, cats or other pets are kept for the purpose of sale, breeding or boarding care.
- 3.5.11 Personal Service Facility - Establishments providing services involving the care of a person or his or her apparel such as a barber shop, laundry or dry-cleaning shop, diaper service, shoe repair shop, steam baths, reducing salons and health clubs, and clothing rental shop. In the V.C.B. District, such USES shall have a maximum GROSS FLOOR AREA of 3,000 square feet.
- 3.5.12 General Services - Establishments providing services to the general public or to business establishments such as equipment rental and leasing, BUILDING cleaning, photocopying, telephone answering, word processing or secretarial services; computer service bureaus; facilities for dancing, martial arts or music instruction; facilities for repair of appliances, office equipment, bicycles, lawnmowers, or similar equipment; and food catering facilities. In the V.C.B. District, such USES shall have a maximum GROSS FLOOR AREA of 3,000 square feet.
- 3.5.13 Studio - A facility used as a place of work by an artist, photographer or artisan.
- 3.5.14 Building Trade Shop - An establishment for use by the practitioner of a building trade such as a carpenter, welder, plumber, electrician, builder, mason or similar occupation.
- 3.5.15 Commercial Recreation - Indoor or outdoor facilities, operated as a business and open to the public for a fee such as facilities for ice skating, roller skating, racquet sports, bowling, horseback riding, swimming and miniature golf.
- 3.5.16 Commercial and Trade School - Private educational facility for profit including training centers, and business schools.
- 3.5.17 Amusement Facility - Indoor facilities open to the public for a fee or admission charge such as a theater, cinema or video arcade.
- 3.5.18 Motor Vehicle Service Station or Car Wash - Facility for outdoor sale of motor vehicle fuels, related products and services provided that all major maintenance and servicing of vehicles shall be conducted entirely within a BUILDING; and a car wash.

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Section 3 Business Uses (Cont.) Industrial Uses

- 3.5.19 Motor Vehicle Repair or Body Shop - Establishment where the principal service is the repair of automobiles or similar light motor vehicles provided that all major maintenance and servicing of vehicles shall be conducted entirely within a BUILDING.
- 3.5.20 Light Vehicular and Equipment Sales - Salesroom and related facilities, including but not limited to open air display, for the sale of automobiles, motorcycles, recreational vehicles and similar vehicles; boats, or light industrial or farm equipment.
- 3.5.21 Parking Facility - Commercial parking open to the public for automobiles and similar light motor vehicles.
- 3.6 Industrial Uses
- 3.6.1 Warehouse - A facility for the enclosed storage of goods and materials where the wholesale of goods and materials is permitted provided it is incidental to the warehouse USE.
- 3.6.2 Mini-warehouse - An enclosed facility containing separate storage spaces, no larger than 400 square feet each, leased or rented on an individual basis.
- 3.6.3 Construction Yard - Facility or area for storage, open or enclosed, of construction equipment or materials.
- 3.6.4 Lumber Yard - A facility for the open or enclosed storage and sales of building materials; except that in the General Business District the open or outdoor storage or display of building materials is prohibited.
- 3.6.5 Heating Fuel Sales and Service - A facility for the storage and retail sale of heating fuels and the sales and service of heating equipment where the storage of heating fuel in containers is permitted provided such storage is incidental to the retail sale of heating fuel.
- 3.6.6 Heavy Vehicular Sales or Repair Garage - Salesroom and related facilities, including but not limited to open air display of trucks, buses, construction and industrial equipment; establishments for the repair of trucks, buses, construction and industrial equipment provided that all major repairs shall be conducted within a BUILDING.
- 3.6.7 Light Manufacturing - Printing or publishing plant; manufacturing of BUILDING systems and components; fabrication and assembly of electronic components, precision instruments, or other high technology products; manufacture of light metal products, hardware and office supplies; or similar light manufacturing plants and facilities.

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Section 3 Prohibited Uses ACCESSORY USE Regulations

3.7 Prohibited USES - In addition to the USES listed below all USES that pose a present or potential hazard to human health, safety, welfare or the environment through the emission of smoke, particulate matter, noise or vibration, or through fire or explosive hazard or glare are expressly prohibited in all zoning districts

3.7.1 Heavy Manufacturing - Asphalt, block, bottling, concrete or fertilizer plants; monument works; paper or pulp mill; refinery; rendering or smelting plants; slaughterhouses.

3.7.2 Storage - Non-municipal dump; salvage materials yard including nonoperable motor vehicles; tank farm; open or outdoor storage in the Light Industrial District.

3.7.3 Amusement - Amusement park; outdoor cinema; stadium or coliseum.

3.7.4 General - Rental of autos, trucks or trailers, including truck-trailers; development of water resources for private commercial sale; landing or takeoff of motorized aircraft; hospital; mobile home; mobile home park; mobile home sales; privately owned cemetery; trailer camp; facility for truck or trailer cleaning and washing; or truck terminal.

3.8 ACCESSORY USE Regulations - ACCESSORY USES shall be permitted in all districts on the same LOT with the PRINCIPAL USE subject to the following provisions:

3.8.1 ACCESSORY USES Permitted in the Residential Districts and DWELLINGS in the Non-Residential Districts

3.8.1.1 Private garage or carport for not more than four motor vehicles, solar system, greenhouse, tool shed or barn; swimming pool or tennis court provided that such recreational facilities are used only by the residents and their guests.

3.8.1.2 A home occupation, other than retail sales, conducted entirely within the DWELLING UNIT or an accessory BUILDING by a resident and employing no persons other than the residents. The Board of Appeals may authorize by special permit a home occupation which 1) conducts retail sales, or 2) employs nonresidents provided that no more than two such non-resident employees shall be present on the premises at any one time.

3.8.1.3 The renting of rooms or boarding for not more than four persons; except that by Special Permit from the Board of Appeals the renting of rooms or boarding to more than four persons may be allowed. In either case, the service shall be operated by a resident of the premises.

Section 3 ACCESSORY USE Regulations (Cont.)

3.8.1.4 Breeding for sale of dogs, cats or other pets, provided that not more than four such animals more than one year old shall be permitted.

3.8.2 ACCESSORY USES permitted in the General Business District

3.8.2.1 The rental of automobiles, light trucks or trailers and similar light motor vehicles provided that such rental is secondary to the operation of 1) a motor vehicle service station permitted under section 3.5.18, Motor Vehicle Service Station or Car Wash, or 2) a USE permitted under section 3.5.12, General Services, or section 3.5.20, Light Vehicular and Equipment Sales.

3.8.2.2 Truck or trailer cleaning and washing provided that the trucks or trailers are necessary for the conduct of the PRINCIPAL USE.

3.8.2.3 Drive-up facilities in a bank may be authorized by special permit from the Board of Selectmen.

3.8.3 ACCESSORY USES permitted in the Light Industrial District

3.8.3.1 USES necessary in connection with scientific research or scientific development or related production may be authorized by special permit from the Board of Selectmen.

3.8.3.2 Truck or trailer cleaning and washing provided that the trucks or trailers are necessary for the conduct of the PRINCIPAL USE of the property.

3.8.4 ACCESSORY USES permitted in the General Industrial District

3.8.4.1 Truck or trailer cleaning and washing provided that the trucks or trailers are necessary for the conduct of the PRINCIPAL USE of the property.

3.8.4.2 Rental of heavy trucks including truck-trailers and industrial equipment provided such rental service is secondary to a heavy vehicular sales establishment permitted under section 3.6.6, Heavy Vehicular Sales or Repair Garage.

3.8.5 ACCESSORY USES permitted in any Zoning District

3.8.5.1 Wino machines designed to serve a PRINCIPAL USE on a LOT may be authorized by special permit from the Board of Appeals provided the Board of Appeals finds that the wino machine is set back from all LOT lines at least the distance equal to the height of the tower from its base on the ground to the highest extension of any part of the wino machine. The Board of Appeals may allow the wino machine

Section 3 ACCESSORY USE Regulations (Cont.)

to exceed the maximum height limitations established by this bylaw provided that the setback requirement stated above is met.

3.8.5.2 A mobile home may be placed on the site of a residence which has been rendered uninhabitable by accident provided it is used for a period not to exceed 12 months as the primary residence of the owners of the residence which has been rendered uninhabitable.

3.8.5.3 Farm products grown on the premises may be sold on the premises.

3.8.5.4 Where not otherwise permitted, a greenhouse may be authorized by special permit from the Board of Appeals where the PRINCIPAL USE of the property is agriculture.

SECTION 4
OVERLAY DISTRICTS

4.1 Flood Plain District - The Flood Plain District is an overlay district whose boundaries and regulations are superimposed on all districts established by this bylaw.

4.1.1 Definitions - For the purposes of this section, the following terms shall have the following meaning:

4.1.1.1 Base Flood or 100-Year Flood - The flood having a 1 percent chance of being equalled or exceeded in any given year.

4.1.1.2 Flood Plain - Any land susceptible to being inundated by the base flood. The flood plain includes the floodway and floodway fringe.

4.1.1.3 Floodway - The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot above the base flood elevation.

4.1.1.4 Floodway Fringe - The area between the floodway and the boundary of the base flood.

4.1.1.5 Natural Flood Storage Volume - The volume of water which could be stored between the elevation(s) of the property as it existed on June 14, 1978 and the elevation(s) of the base flood.

4.1.1.6 Substantial Improvement - Any repair, reconstruction or improvement of a STRUCTURE, the cost of which equals or exceeds 50% of the fair market value of the STRUCTURE either, 1) before the improvement or repair is started, or 2) if the STRUCTURE has been damaged, and is being restored, before the damage occurred. Substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor, or other STRUCTURAL part of the STRUCTURE commences, whether or not that alteration affects the external dimensions of the STRUCTURE. However, substantial improvement shall not include either 1) any project for improvement of a STRUCTURE to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe occupancy conditions, or 2) any alteration of a STRUCTURE listed on the National Register of Historic Places or the State Inventory of Historic Places.

Section 4 Flood Plain District (Cont.)

- 4.1.2 Purpose - The purpose of the Flood Plain District is to protect persons and property against the hazards of the base flood, to maintain the flood storage capacity and flow pattern of the flood plain for the base flood and to provide long-term control over the extent of land subject to inundation by the base flood.
- 4.1.3 Methods for Determining Flood Plain District Boundaries - The exact zoning district boundaries of the Flood Plain District shall be the location on the ground, as determined by an actual field survey of the base flood elevation(s).
- 4.1.3.1 The base flood elevations for numbered A-Zones shall be the elevations contained in the "Flood Insurance Study, Town of Acton, December 1977".
- 4.1.3.2 The base flood elevations for unnumbered A-Zones shall be determined based on hydrologic and hydraulic analyses of the development area by a Registered Professional Engineer. However, base flood elevations for unnumbered A-Zones may also be based, when available, upon information from the Town Engineer.
- 4.1.4 Prohibited USES within the Limits of the Floodway - Except as provided in 4.1.5, all new construction including, grading, filling or excavating is prohibited.
- 4.1.5 Permitted USES within the Limits of the Floodway - The following USES are permitted within the limits of the Floodway:
- 4.1.5.1 Maintenance and repair of existing STRUCTURES and improvement of existing STRUCTURES provided that any such improvement is either within the existing STRUCTURE or above the base flood elevation;
- 4.1.5.2 Maintenance and repair of existing STRUCTURES and improvement of existing STRUCTURES in any STREET or associated easement which is maintained or operated by the Town of Acton or the Water Supply District of Acton.
- 4.1.6 Prohibited USES within the Limits of the Floodway Fringe - Except as provided in section 4.1.7 and section 4.1.8, all new construction including grading, filling or excavating is prohibited within the limits of the Floodway Fringe.
- 4.1.7 Permitted USES within the Limits of the Floodway Fringe - The following USES are permitted within the limits of the Floodway Fringe in accordance with the underlying district:
- 4.1.7.1 Any USE otherwise permitted by this bylaw subject to the provisions of this section;
- 4.1.7.2 Any USE permitted in the underlying district in which the

Section 4 Flood Plain District (Cont.)

- land is located subject to the same USE and development restrictions as may otherwise apply provided that, based upon properly documented engineering data, the land is flood proofed during the base flood;
- 4.1.7.3 Construction, maintenance and repair of municipal and private water supply STRUCTURES;
- 4.1.7.4 Maintenance and repair of existing STRUCTURES and improvement of existing STRUCTURES provided that any such improvement is either within the existing STRUCTURE or above the base flood elevation;
- 4.1.7.5 Maintenance and repair of existing STRUCTURES and improvement of existing STRUCTURES in any STREET or associated easement which is maintained or operated by the Town of Acton or the Water Supply District of Acton.
- 4.1.8 USES Permitted by Special Permit within the Limits of the Floodway Fringe - The following USES may be permitted within the limits of the Floodway Fringe upon the issuance of a special permit by the Board of Appeals:
- 4.1.8.1 Any USE permitted in the underlying district in which the land is located, including grading, filling or excavating, subject to the same USE and development regulations as may otherwise apply thereto provided the Board of Appeals finds that:
- a) the proposed USE does not significantly conflict with the purposes of this section;
 - b) at least 98 percent of the natural flood storage volume of the flood plain on the site is preserved without the use of compensatory storage techniques and disturbance of the natural characteristics of the flood plain on the site is kept to a minimum;
 - c) the elevation of the lowest floor level including basement of any new or substantially improved residential STRUCTURE is at or above the base flood;
 - d) the elevation of the lowest floor including basement of any new or substantially improved non-residential STRUCTURE is at or above the base flood or floodproofed to above the base flood;
 - e) the elevation of the lowest point of any new vehicular or pedestrian access from a STREET to any BUILDING, including garages, used for human occupancy is at or above the base flood;

Section 4 Flood Plain District (Cont.)

- f) any new construction or substantial improvements are constructed with flood resistant materials and methods and anchored to prevent flotation and lateral movement;
- g) any new or reconstructed utilities, such as water or sewer mains, septic and drainage systems, fuel storage facilities, gas electric or other utilities, are anchored to prevent flotation and designed to avoid impairment during the base flood.

4.1.9 Procedures for Review by the Board of Appeals - Any person who desires to erect any STRUCTURE or excavate, fill, grade or otherwise develop land in accordance with section 4.1.8 shall submit a written application to the Board of Appeals. Each such application shall be accompanied by the following:

- a) A written statement indicating any special permits previously granted under this section for the subject LOT, for any portion of the subject LOT or for any larger LOT which formerly included the subject LOT;
- b) Proposed site plan for the entire area to be developed showing existing and proposed BUILDINGS, STRUCTURES, signs, parking spaces, driveway openings and driveways; the Flood Plain District boundary; existing and proposed topography at one foot intervals within the Flood Plain District and two foot intervals outside the District; the floodway boundary; all facilities for surface and subsurface water drainage and sewage disposal; and all existing and proposed landscape features;
- c) Detailed calculations and supporting materials prepared by a Registered Professional Engineer showing the existing and proposed flood storage volume of the site between the elevation(s) of the property as it existed on 14 June 1978 and the elevation(s) of the base flood. In unnumbered A-Zones the supporting materials shall include the methods and all data used in determining the elevation of the base flood;
- d) Where floodproofing is used, certification by a Registered Professional Engineer or a Registered Professional Architect that the new construction is adequate to withstand the forces associated with the base flood and that the methods used are adequate to withstand flood depths, pressures and velocities, impact and uplift forces and other factors associated with the base flood.

4.1.9.I If a special permit is granted, the Board of Appeals shall impose such conditions and safeguards as public safety, welfare and convenience may require. Upon completion of any authorized work an "as-built" plan, prepared by a Re-

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Section 4 Flood Plain District (Cont.) Cluster Development

gistered Professional Engineer or a Registered Land Surveyor, as appropriate to the data, of all improvements in the Flood Plain District shall be submitted to the Building Commissioner and shall specify the elevation of the lowest floor including basement, the elevation to and method by which any STRUCTURE has been floodproofed and the finished grades of all disturbed areas.

4.2 Cluster Development - The Planning Board may grant a special permit for a Cluster Development in R-2, R-4 or R-8 Districts, for single FAMILY detached DWELLINGS and accessory STRUCTURES, subject to the following:

4.2.1 Purpose - The purpose of Cluster Development is to encourage the preservation of common land for conservation, agriculture, OPEN SPACE, and recreational use; to preserve historical or archeological resources; to protect existing or potential municipal water supplies; to protect the value of real property; to promote more sensitive siting of BUILDINGS and better overall site planning; to promote better utilization of land in harmony with its natural features and with the general intent of the zoning bylaw through a greater flexibility in design; and to allow more efficient provision of municipal services.

4.2.2 Cluster Standards - The following standards shall apply to all Cluster Developments:

4.2.2.1 Minimum Tract Size: Cluster Developments shall be located upon a tract of land which has an area of at least 6 acres in the R-2 District or 12 acres in the R-4 and R-8 Districts.

4.2.2.2 Number of BUILDING LOTS Permitted - The total number of BUILDING LOTS in a cluster development shall be no greater than the number of BUILDING LOTS that would otherwise be allowed in the district in which the land is located. In making the determination of the number of allowable LOTS, the Board shall require that the applicant provide evidence, satisfactory to the Board, that the number of LOTS shown on the proposed Cluster Development Plan is no greater than the number of LOTS that could otherwise be developed. In the case where BUILDING LOTS as laid out under conventional zoning standards lie within any numbered or unnumbered A-Zones of the flood plain district, the Planning Board shall allow such LOTS to be counted as BUILDING LOTS in the proposed cluster development, if it finds that: a) no building or development would take place within the floodway if such LOTS were to be developed under conventional zoning and b) a minimum of 98% of the original natural surface storage volume of the LOT would be preserved if such LOTS were to be developed under conventional zoning.

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Section 4 Cluster Development (Cont.)

In any case, the Planning Board shall consider the recommendations of the Board of Health, Conservation Commission and Engineering Department of the Town of Acton in making said determination.

4.2.2.3 Dimensional Requirements - Where the requirements of this section differ from or conflict with the requirements of section 5, the requirements of this section shall prevail. The following minimum dimensional requirements shall be observed in all Cluster Developments. The Planning Board may, in appropriate cases, impose further restrictions upon the tract or parts thereof, as a condition to the granting of a special permit:

- a) Minimum LOT Area: In the R-2 and R-4 Districts not less than 20,000 square feet per BUILDING LOT, and in the R-8 District not less than 30,000 square feet per BUILDING LOT.
- b) FRONTAGE: Not less than 50 feet.
- c) Minimum Front Yard: Not less than 45 feet.
- d) Minimum Side and Rear Yards: Not less than 20 feet.
- e) Minimum LOT width: No less than 50 feet.

4.2.3 Common Land - Not less than 30% in the R-2 District, 40% in the R-4 District and 50% in the R-8 District of the total area of the tract to be developed as a Cluster Development shall be dedicated as common land.

4.2.3.1 The ownership of common land shall either be conveyed to the Town of Acton and accepted by it for OPEN SPACE, conservation, agriculture, outdoor recreation or park use, or be conveyed to a non-profit organization, the principal purpose of which is the conservation of OPEN SPACE, or be conveyed to a corporation or trust owned or to be owned by the owners of LOTS within the development. In any case where such land is not conveyed to the Town of Acton, a perpetual restriction enforceable by the Town of Acton shall be recorded providing that such land be kept in its open or natural state and not built upon or developed except as provided for in section 4.2.3.2.

4.2.3.2 The common land shall be used for OPEN SPACE, conservation, agriculture, outdoor recreation or park purposes. The common land shall be in one or more parcels of a size, shape and location appropriate for its intended use as determined by the Planning Board. The common land shall remain unbuilt upon except that a maximum of 5% of such land may be devoted to paved areas or STRUCTURES accessory to active

Section 4 Cluster Development (Cont.)

outdoor recreation and consistent with the OPEN SPACE USE of the land.

4.2.3.3 Each parcel of common land shall be provided with access of 20 feet wide which shall be identified on the plan.

4.2.4 Application for a Special Permit - Any person who desires a special permit for a Cluster Development shall submit a written application to the Planning Board. Each such application shall be accompanied by the following information:

4.2.4.1 A "Cluster Development Site Plan" showing all of the information required for a definitive subdivision plan, as specified in the Town of Acton, Subdivision Rules and Regulations, as amended, and showing the following additional information: soil characteristics as shown on Soil Conservation Service Maps; wetlands as defined by M.G.L., Chapter 131, Section 40, (The Wetlands Protection Act); existing floodplain boundary lines; proposed location of DWELLINGS, all setback lines, garages, driveways, proposed and existing wells and septic systems on the parcel and abutting properties; proposed finished grades of the land; existing perimeter of trees; and the proposed use of the common land including all improvements intended to be constructed thereon, and the proposed ownership of all common land.

4.2.4.2 Sketch plan(s) at the same scale as the Cluster Development Site Plan or other satisfactory assurance that the number of LOTS shown on the Cluster Development Site Plan is no greater than the number of single FAMILY buildable LOTS that could otherwise be obtained.

4.2.4.3 Copies of all instruments to be recorded with the Cluster Development Site Plan including the proposed common land deed and, if applicable, the membership trust and perpetual restriction.

4.2.5 Planning Board Action - In determining whether to grant a special permit for a proposed Cluster Development, the Planning Board shall consider: 1) the general objectives of cluster development; 2) the existing and probable future development of surrounding areas; 3) the appropriateness of the proposed development in relation to topography, soils and other characteristics of the tract in question; and 4) the recommendations of the Board of Health, Engineering Department, Conservation Commission, Recreation Commission, Historical Commission, Building Commissioner, Fire Department, Tree Warden and the Acton Water District.

4.2.5.1 Changes in LOT shape or layout of development - The Board may require changes in LOT shape and layout as it deems necessary to secure the objectives of this bylaw.

SECTION 5
DIMENSIONAL REGULATIONS

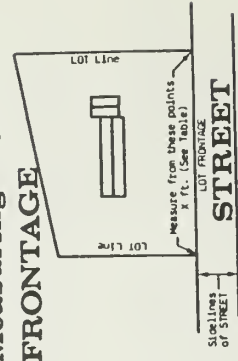
5.1 Standard Dimensional Provisions - No land shall be USED, and no STRUCTURE or BUILDING shall be USED or construction begun except in accordance with Section 5 Dimensional Regulations and the Table of Standard Dimensional Regulations unless otherwise specifically permitted in this bylaw.

5.2 Methods for Calculating Dimensional Requirements - The following shall apply:

5.2.1 LOT area - LOT area shall be determined by calculating the area within a LOT including any area within the LOT over which easements have been granted, provided that no area within a STREET shall be included in determining minimum LOT area.

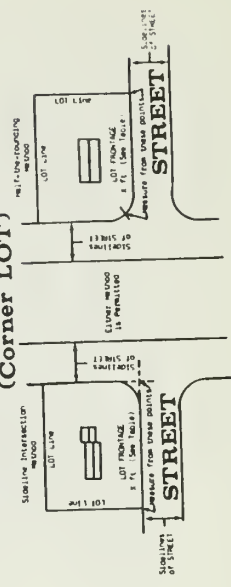
Measuring LOT
FRONTAGE

5.2.2 FRONTAGE - FRONTAGE shall be measured in a LOT including any area within the LOT over which easements have been granted, provided that no area within a STREET shall be included in determining minimum LOT area.



5.2.2.1 FRONTAGE for a corner LOT may be measured either to the point of intersection of the extension of the sideline of the rights of way or to the middle of the curve connecting the sideline of the intersecting STREETS.

Measuring LOT FRONTAGE
(Corner LOT)



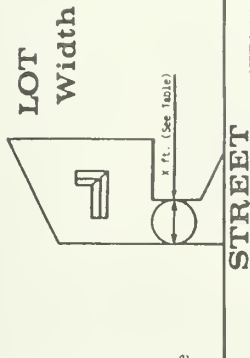
4.2.5.2 Special Permit Conditions - The Planning Board shall not grant a special permit for a Cluster Development if it appears that the granting of such a permit would be detrimental to the health, safety or welfare of the neighborhood or town, be inconsistent with the intent of cluster development, or would result in unsuitable developments. The Planning Board may impose additional conditions and safeguards in order to protect the health, safety and welfare of the inhabitants of the neighborhood and of the Town of Acton.

4.2.6 Revision of Cluster Development Plan - Any change in the number of LOTS, the layout of STREETS, any significant changes in the reserved common land, its ownership or USE, or any other conditions stated in the original special permit shall require that a new special permit be issued in accordance with the provisions of this bylaw.

4.2.7 Limitation of Subdivision - No LOT shown on a plan for which a permit is granted under this section may be further divided so as to reduce the area of any LOT for the purpose of creating an additional BUILDING LOT(s) and a condition to that effect shall be shown on the recorded plan.

5.2.2.2 If a LOT has FRONTAGE on more than one STREET, the FRONTAGE on one STREET only may be used to satisfy the minimum LOT FRONTAGE.

5.2.3 LOT width - LOT width shall be determined by measuring the diameter of the largest circle which can be located along a continuous, but not necessarily straight line from the LOT FRONTAGE to the principal STRUCTURE on the LOT without the circumference intersecting the side LOT lines.



5.2.4 Front Yards. - Front yards shall be the distance measured in a straight line between the LOT FRONTAGE and the nearest point of any BUILDING or STRUCTURE. A LOT having FRONTAGE on two or more STREETS shall have two or more front yards, each of which shall comply with the requirements of the front yard provisions. In no case shall any BUILDING OR STRUCTURE be located closer to the side line of a STREET than the minimum required front yard.

5.2.5 Side and Rear Yards. Side and rear yards shall be the distance measured in a straight line from the nearest point of any BUILDING OR STRUCTURE to each side or rear LOT line.

5.2.6 BUILDING Coverage.- The BUILDING coverage shall be determined by dividing the total ground area of all BUILDINGS on a LOT, including roof overhangs greater than 1.5 feet, carports and canopies, whether or not such carports or canopies are part of a BUILDING, by the total LOT area.

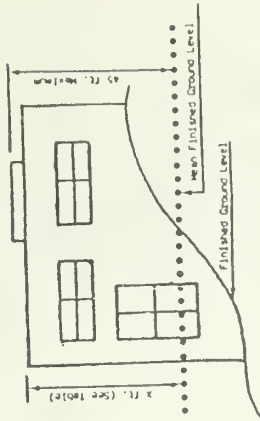
5.2.7 Height in Feet

5.2.7.1 Height in Feet, STRUCTURES - Height in feet shall be the vertical distance measured from the mean of the finished ground level adjoining the entire STRUCTURE to the highest extension of any part of the STRUCTURE.

5.2.7.2 Height in Feet, BUILDINGS - Height in feet shall be the vertical distance measured from the mean of the finished ground level adjoining the entire BUILDING at each exterior wall to the top of the highest roof beams of a flat roof or to the mean level of the highest gable or slope of a hip roof. In all districts appurtenant STRUCTURES located upon

Height in feet (BUILDINGS)

the roof of a BUILDING may extend above the height limit but in no case shall they exceed 45 feet in height when combined with the height of the BUILDING nor in the aggregate occupy more than 20% of the roof plan area unless authorized by special permit from the Board of Appeals.



5.3 Special Provisions and Exceptions to Dimensional Regulations

5.3.1 Location of STRUCTURES - Unless otherwise specified in this by-law, no STRUCTURE shall be located within the required yard area of any LOT except: walls or fences no more than eight feet in height; uncovered steps, ramps or terraces; sign posts; pedestrian lighting facilities with a height of less than 10 feet; flagpoles; or similar STRUCTURES.

5.3.2 Multiple DWELLING UNIT LOTS - In all districts the LOT lines of any LOT, used for five or more multiple DWELLING UNITS which were in existence prior to June 1, 1983, and the LOT lines of any land adjoining such LOT which is held in common ownership, shall not be changed until the following requirements have been complied with for each multiple DWELLING UNIT LOT: 1) a minimum LOT area consisting of the greater of either 80,000 square feet or 4,500 square feet per one bedroom DWELLING UNIT plus 3,000 square feet for each additional bedroom per DWELLING UNIT; 2) a minimum FRONTAGE of 200 feet per LOT; 3) a minimum LOT width of 200 feet; 4) a minimum front yard of 30 feet; and 5) minimum side and rear yards of 30 feet.

5.3.3 FRONTAGE Exceptions

5.3.3.1 FRONTAGE Exception LOTS - In the residential districts the minimum LOT FRONTAGE may be reduced by 50 feet per LOT (FRONTAGE reduced in the R-2 district to 100 feet, in the R-4 district to 125 feet and in the R-8 district to 150 feet) provided that the minimum LOT area required for each such LOT is doubled (LOT increased in the R-2 district to 40,000 square feet, in the R-4 district to 80,000 square feet and in the R-8 district to 160,000 square feet).

TABLE OF STANDARD DIMENSIONAL REGULATIONS

See section 5.3 for Special Provisions and Exceptions to Dimensional Regulations
See section 4.2 for dimensional regulations applicable to Cluster Developments

The symbol "NR" on this Table indicates no specific minimum or maximum regulation.

ZONING DISTRICTS	MINIMUM LOT AREA IN SQ.FT.	MINIMUM LOT FRONTAGE IN FEET	MINIMUM LOT WIDTH IN FEET	MINIMUM FRONT YARD IN FEET	MINIMUM SIDE AND REAR YARD IN FEET	MINIMUM OPEN SPACE IN PERCENT	MAXIMUM BUILDING COVERAGE IN PERCENT	MAXIMUM HEIGHT IN FEET
Residence 2	20,000	150	50	30	10	NR	NR	36
Residence 4	40,000	175	50	45	20	NR	NR	36
Residence 8	80,000	200	50	45	20	NR	NR	36
Village Center Business	NR	NR	NR	10	10 (1)	NR	NR	36
General Business	10,000	100	50	30	30	35%	35%	36
Light Industrial	80,000	200	50	50	30 (2)	35%	35%	40
General Industrial	40,000	100	50	45	20 (2)	35%	35%	40
Agricultural/Recreation/Conservation	80,000	200	50	45	20	NR	NR	36
Planned Conservation Residential Community	See Section 9 for Dimensional Regulations applicable to the PCHC District.							

- NOTES: (1) In the VCB District where a nonresidential use abuts a residential district the yard or yards abutting the residential district shall be increased to 20 feet.
(2) Where an industrial use in the LI or GI District abuts a residential use or a residential district, the yard or yards abutting the residential use or district shall be increased to 60 feet.

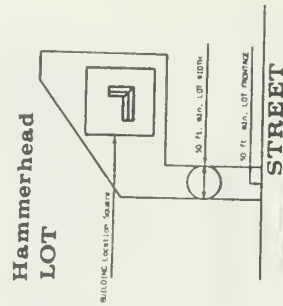
Section 5 Dimensional Regulations (Cont.)

5.3.3.2 Curved STREET Exception LOTS - Excluding a cul-de-sac, in all districts any LOT whose entire FRONTAGE is on the outside side of a curved STREET having the radius less than 500 feet shall be permitted to reduce its minimum FRONTAGE to 125 feet for a LOT located in the R-2 district and 150 feet for a LOT located in the R-4 or R-8 districts.

5.3.3.3 Cul-de-sac LOTS - In all districts the minimum LOT FRONTAGE for a LOT may be reduced to 100 feet per LOT provided that each such LOT fronts entirely on a cul-de-sac with a side-line radius of 62.5 feet or greater and provided further that no more than three such reduced FRONTAGE LOTS shall have FRONTAGE on the cul-de-sac.

5.3.4 Hammerhead LOTS - In the residential districts hammerhead LOTS may be authorized by special permit from the Planning Board. Each hammerhead LOT shall at a minimum contain: 1) a LOT area of 80,000 square feet in the R-2 district, 120,000 square feet in the R-4 district and 200,000 square feet in the R-8 district;

2) a minimum LOT FRONTAGE and LOT width of 50 feet; and
3) a BUILDING location square with a side of at least 150 feet in the R-2 district, 175 feet in the R-4 district and 200 feet in the R-8 district on the LOT. Such BUILDING location square shall contain an area of land which provides, in the opinion of the Planning Board, a suitable DWELLING site where the DWELLING shall be located. No more than two hammerhead LOTS shall have contiguous FRONTAGE and the special permit shall provide that the hammerhead LOT shall not be further divided to reduce its area or to create additional BUILDING LOTS.



5.3.5 Height of BUILDINGS in the General Industrial District - In the General Industrial District the height of BUILDINGS may be increased by right above 40 feet provided that 1) the minimum OPEN SPACE provided on the LOT is 45% or more, 2) the maximum BUILDING coverage on the LOT is 25% or less, and 3) the maximum height of the BUILDING is 50 feet or less. The Board of Appeals may authorize by special permit that appurtenant STRUCTURES located upon the roof of any BUILDING in compliance with the above may extend above the height limit but in no case shall they exceed 55 feet in height when combined with the height of the BUILDING nor in the aggregate occupy more than 20% of the roof plan area.

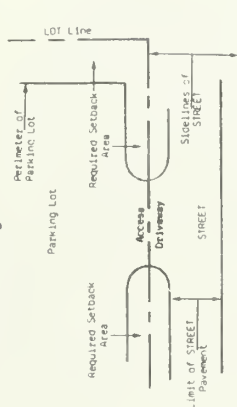
SECTION 6
PARKING STANDARDS

NOTE: UNDER SECTION 10.4.7 THE BOARD OF SELECTMEN MAY, UNDER LIMITED CIRCUMSTANCES, INCREASE THE REQUIREMENTS OF THIS SECTION OR GRANT RELIEF FROM THE REQUIREMENTS OF THIS SECTION. THE READER IS ADVISED TO CONSULT SECTION 10.4.7 TO DETERMINE WHETHER INCREASED PARKING REQUIREMENTS MAY BE IMPOSED OR TO DETERMINE THE CIRCUMSTANCES UNDER WHICH RELIEF MAY BE AVAILABLE.

6.1 Definitions - For the purposes of this section, the following terms shall have the following meaning:

Access Driveway

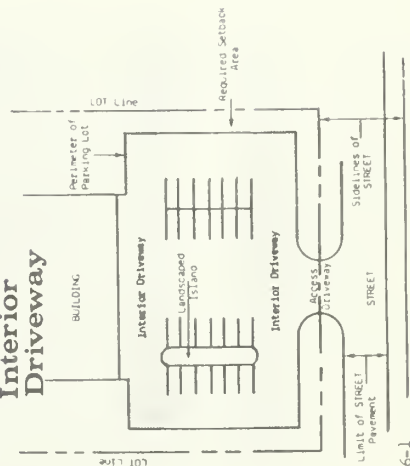
6.1.1 Access Driveway - The travel lane that allows motor vehicles ingress from the STREET and egress from the site and includes the area between the edge of STREET pavement to the area within the LOT where the access driveway is no longer within the minimum parking area setback required under section 6.8.2.



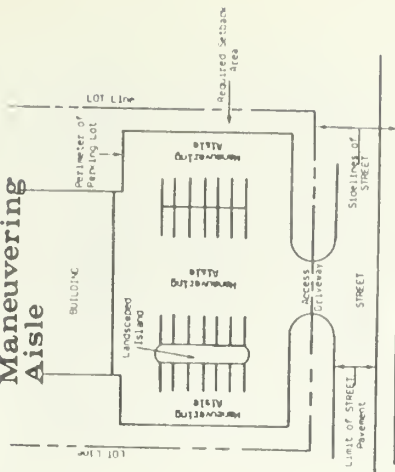
6.1.2 BUILDING SERVICE AREA - A room or rooms in a BUILDING used to house electrical or mechanical equipment necessary to provide central utility service to the BUILDING, such as a boiler room.

Interior Driveway

6.1.3 Interior Driveway - A travel lane located within the perimeter of a parking lot which is not used to directly enter or leave parking spaces. An interior driveway shall not include any part of the access driveway.



Maneuvering Aisle



6.1.4 Maneuvering Aisle - A travel lane located within the perimeter of a parking lot by which motor vehicles directly enter and leave parking spaces.

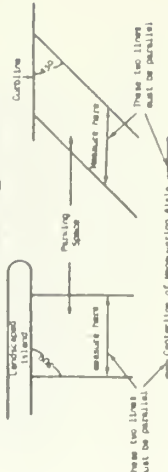
6.1.5 Net Floor Area - The total of all floor areas of a BUILDING including basement and other storage areas, but not including stairways, elevator wells, restrooms, common hallways and BUILDING service areas.

Parking Stall Length of Line



6.1.6 Parking Stall Length of Line - The longitudinal dimension of the stall measured parallel to the angle of parking.

Width of Parking Stall



6.1.7 Width of Parking Stall - The linear dimension measured across the stall and parallel to the maneuvering aisle.

Section 6 Parking Standards (Cont.)

- 6.2 General Provisions - Except as provided in section 6.4, no BUILDING or STRUCTURE shall be located upon any LOT and no activity shall be conducted upon any LOT unless the required parking facilities are provided on site in accordance with this section.
- 6.2.2 Change of USE. - The USE of any land or STRUCTURE shall not be changed from a USE described in one section of the Schedule of Parking USES to a USE in another section of the Schedule nor shall any net floor area of a BUILDING be increased in any manner unless the number of parking spaces required for the new USE are provided.
- 6.2.3 Undetermined USES - Where the USE of a BUILDING or BUILDINGS has not been determined at the time of application for a building permit or special permit, the parking requirements applicable to the most intensive USE allowed in the district where such undetermined USE is to be located shall apply provided, however, that the number of parking spaces actually built need not exceed the number required by the actual USE or USES of the BUILDING.
- 6.2.4 Relief from Parking Regulations by Special Permit from the Board of Selectmen. - Relief from the parking regulations may be granted by special permit from the Board of Selectmen where the Board finds that it is not practicable to provide the number of parking spaces required, and either 1) in the case of a change from a nonconforming USE to a conforming USE, that the benefits of a change to a conforming USE outweigh the lack of parking spaces, or 2) in the case of a change from one conforming USE to another conforming USE, that the lack of parking spaces will not create undue congestion or traffic hazards on or off the site; provided that in either case the Board of Selectmen shall require the maximum practicable number of parking spaces.
- 6.3 Schedule of Parking USES - General Requirements
- 6.3.1 Comparable USE Requirement. - Where a USE is not specifically included in the Schedule of Parking USES, it is intended that the regulations for the most nearly comparable USE specified shall apply.
- 6.3.2 Mixed USE Requirement - In the case of mixed USES, the requirements shall be the sum of the requirement calculated separately for each area of USE, so that adequate space shall be provided to accommodate the cars of all persons on the premises at any one time. Parking spaces for one USE shall not be considered as providing the required spaces for any other USE, except when it can be clearly demonstrated that the need for parking occurs at different times.
- 6.3.3 Schedule of Parking USES
- a) DWELLING Two spaces for each DWELLING UNIT.
- b) Home Occupation Three spaces and where nonresidents are employed or where retail sales are conducted the Board of Appeals shall have the authority under section 3.8.1.2 to require the number of parking spaces which it deems to be adequate and reasonable.
- c) Hotel, Inn or Motel One space for each bedroom plus one space for each employee on the largest shift.
- d) Educational One space for each staff position plus one space for each five persons of rated capacity of the largest auditorium plus one space for each student vehicle which can be expected at any one time on the premises.
- e) Nursing Home One space for each two beds plus one space for each employee on the largest shift.
- f) Retail Store; General and Personal Services; Financial; Studio; Building Trade; or Restaurant with no seating One space for each 180 square feet of net floor area.
- g) Business or Professional Office One space for each 200 square feet of net floor area.
- h) Restaurant; Religious; Funeral Home; Lodge or Club; or other Place of Assembly One space for each three seats plus one space for each employee on the largest shift.
- i) Motor Vehicle Service Station or Repair or Body Shop Three spaces for each service bay plus one space for each employee on the largest shift.
- j) Industrial One space for each 2,000 square feet of net floor area for the first 20,000 square feet plus one space for each additional 10,000 square feet of net floor area and one space per employee on the largest shift.
- 6.4 Exception in VCB District - In the Village Center Business District the Board of Selectmen may authorize by special permit an off-STREET

Section 6 Parking Standards (Cont.)

parking facility not located upon the same LOT with the associated USE provided it finds that 1) the parking facility proposed is within the same Village Center Business District in which the USE is located, and 2) such parking facility complies with all other requirements of this bylaw.

- 6.5 **Loading Areas** - One or more off-STREET loading areas shall be provided for any business that may be regularly serviced by tractor-trailer trucks or other similar delivery vehicles, so that adequate areas shall be provided to accommodate all delivery vehicles expected at the premises at any one time. Loading areas shall be located at either the side or rear of each BUILDING and shall be designed to avoid traffic conflicts with vehicles using the site or vehicles using adjacent sites.

- 6.6 **Standard Parking Dimensional Regulations** - Off-STREET parking facilities shall be laid out and striped in compliance with the following minimum provisions:

Angle of Parking *(in degrees)	Width of Parking Stall	Parking Stall Length of Line	Width of Maneuvering Aisle
90*(two-way).....	9.0'	18.5'	24'
60*(one-way).....	10.4'	22'	18'
45*(one-way).....	12.7'	25'	14'
Parallel (one-way).....	8.0'	22'	14'
Parallel (two-way).....	8.0'	22'	18'

- 6.7 **Small Car Stalls** - In parking facilities containing more than 40 parking stalls, 30 percent of such parking stalls may be for small car use, except for retail store, Personal Service Facility, General Services or restaurant USEs. Such small car stalls shall be grouped in one or more contiguous areas and shall be identified by a sign(s).

- 6.7.1 **Small Car Parking Dimensional Regulations** - Off-STREET small car parking facilities shall be laid out and striped in compliance with the following minimum provisions:

Angle of Parking *(in degrees)	Width of Parking Stall	Parking Stall Length of Line	Width of Maneuvering Aisle
90*(two-way).....	8.5'	15.0'	24'
60*(one-way).....	9.8'	18.5'	18'
45*(one-way).....	12.0'	21.5'	14'
Parallel (one-way).....	8.0'	18.0'	14'
Parallel (two-way).....	8.0'	18.0'	18'

Section 6 Parking Standards (Cont.)

6.8 Design Requirements for Parking Facilities

- 6.8.1 **Business or Industrial USES** - Required parking spaces, loading areas and driveways shall be provided and maintained with suitable grading, paved surfaces and adequate drainage. No parking space or other paved surface, other than access driveway(s) or walkways, shall be located within 10 feet of any LOT line, and notwithstanding the foregoing, no parking space or other paved surface, other than access driveway(s) or walkways, shall be located within the limits of a landscape buffer area required under section 10.4.6.4.

- 6.8.1.1 Each LOT may have one access driveway which shall be at least 24 feet wide at its narrowest point but not more than 36 feet wide at its widest point. Each LOT may have one additional access driveway for each 200 feet of FRONTAGE provided all such access driveway(s) shall be at least 200 feet apart on the LOT measured from the centerline of each access driveway. In the case of an access driveway which shall be used for one-way traffic only, the minimum width may be reduced to 14 feet at its narrowest point.

- 6.8.1.2 Interior driveways shall be at least 20 feet wide for two-way traffic and 14 feet for one-way traffic.

Section 7 Signs and Advertising Devices

SECTION 7 SIGNS AND ADVERTISING DEVICES

7.1 Definitions - For the purposes of this section, the following terms shall have the following meaning:

7.1.1 Signs and Advertising Devices - Any symbol, design or device used to identify or advertise any place of business, product, activity or person.

7.1.2 Erecting - Any constructing, relettering, extending, altering or changing of a sign other than repainting, repairing and maintaining.

7.1.3 Display Area - The total surface area of a sign. The display area of an individual letter sign or irregular shaped sign shall be the area of the smallest rectangle into which the letters or shape will fit. Where sign faces are placed back to back and face in opposite directions, the display area shall be defined as the area of one face of the design.

7.2 General Regulations - The following regulations shall apply in all Districts.

7.2.1 No exterior sign or advertising device shall be erected except as provided by this bylaw.

7.2.2 No sign which requires a sign permit under this bylaw shall be erected except in the exact location and manner described in the permit.

7.2.3 No sign shall be erected that in any way creates a traffic hazard or obscures or confuses traffic control.

7.2.4 No sign shall be illuminated more than 30 minutes after closing of any store or business.

7.2.5 Only white lights shall be used for illumination of a sign. The illumination from any sign shall be shaded, shielded, directed and maintained at a sufficiently low intensity and brightness that it shall not affect the safe vision of operators of vehicles moving within the premises or on any adjacent public or private way.

7.2.6 Any sign which advertises or identifies products, businesses, services or activities which are no longer sold, located or carried on at the premises shall be removed within 60 days after notice by the Building Commissioner.

7.3 Sign Permits - No sign which requires a sign permit shall hereafter be constructed except in conformity with a sign permit from the Building Commissioner.

Section 7 Signs and Advertising Devices (Cont.)

7.3.1 Applicability - All signs shall require a sign permit except as provided in section 7.5.

7.3.2 Application - All applications for signs requiring a sign permit shall be obtained from the Building Commissioner and shall include at least: 1) the location, by STREET number, of the proposed sign; 2) the name and address of the sign owner and the owner of the premises where the sign is to be located, if other than the sign owner; 3) a scale drawing showing the proposed construction, method of installation or support, colors, dimensions, location of the sign on the site, and method of illumination; 4) such other pertinent information as the Building Commissioner may require to ensure compliance with the bylaw and any other applicable law; and 5) the application must be signed by the owner of the sign and the owner of the premises where the sign is to be located. The Building Commissioner shall have the authority to reject any sign permit application which is not complete when submitted.

7.3.3 Time Limitations - The Building Commissioner shall approve or disapprove any application for a sign permit within 60 days of receipt of the application. If the Building Commissioner should fail to approve or disapprove an application for a sign permit within such 60 day period, the application shall be deemed to be approved.

7.3.4 Fees - The Board of Selectmen shall establish and from time to time review a sign permit fee which shall be published as part of the sign permit application.

7.4 Signs Prohibited in All Districts

7.4.1 All billboards, signs on utility poles, trees or fences and all signs not located on the same premises as the advertised activity, business, product or person.

7.4.2 All signs consisting of pennants, ribbons, streamers, spinners, strings of lights unless associated with a specific holiday, revolving beacons, searchlights or animated signs.

7.4.3 No sign shall, flash, rotate or make noise. No sign shall move or give the illusion of moving except for indicators of time and temperature or barber poles.

7.4.4 No roof signs shall be erected after May 7, 1984, except those roof signs placed at least one foot below the top of the lower slope of a mansard roof.

7.5 Signs which Do Not Require a Sign Permit

7.5.1 Resident Identification Sign - For single and two FAMILY residential USES in any district one identification sign upon a LOT

identifying the occupants of the DWELLING or one sign identifying an authorized home occupation shall not require a sign permit. In the residential districts, one sign identifying any other USE which is conducted on the premises and is permitted in the residential districts. All such signs shall not exceed two square feet of display area and, if lighted, shall use indirect white light only.

7.5.2 Governmental Signs - Signs erected and maintained by the Town of Acton, the Water Supply District of Acton, the Commonwealth of Massachusetts, or the Federal Government on any land, BUILDING or STRUCTURE used by such agencies and any other signs at any location required by such agencies for public health or safety purposes.

7.5.3 Temporary Construction Signs - One temporary construction sign for a new project identifying the BUILDING, the owner or intended occupant and the contractor, architect and engineers, which shall not be illuminated nor in excess of 32 square feet of display area. Such signs shall not be erected prior to the issuance of a building permit and shall be removed within seven days of completion of the construction or issuance of the occupancy permit whichever occurs first.

7.5.4 Fuel Pump Signs - Fuel pump signs on service station fuel pumps identifying the name or type of fuel and price thereof.

7.5.5 Window Signs - Window signs in the Business or Industrial districts shall not require a sign permit provided that their aggregate display surface covers no more than 25% of the window or door on which they are placed. Such signs shall not be illuminated other than by standard lighting fixtures on the BUILDING. Window signs promoting a public service or charitable event shall not be calculated in the allowable 25%.

7.6 Signs permitted in the Business or Industrial Districts - Any PRINCIPAL USE permitted in the Business or Industrial Districts may erect a sign or signs subject to the following:

7.6.1 Exterior Sign - Except as may otherwise be provided, one exterior sign shall be permitted for each business, not including directional or informational signs. The exterior sign may be a wall sign, individual letter sign or projecting sign.

7.6.1.1 wall Sign or Individual Letter Sign - A wall sign or individual letter sign shall not exceed four feet overall in height. A wall sign or individual letter sign on the exterior wall of the first floor of a BUILDING shall not exceed in area of one square foot for each lineal foot of the wall or 40 feet in width, whichever is less. The length of signs of businesses occupying other than the first floor of a BUILDING shall not exceed 6 feet. No portion of a wall

sign or individual letter sign shall project more than one foot from the face of a wall or above the wall of any BUILDING. A business may divide the entire display area permitted herein into separate wall signs or individual letter signs provided that the maximum height of each separate sign does not exceed the maximum height permitted herein and that the sum of the aggregate width and area of each separate sign does not exceed the maximum permitted herein.

7.6.1.2 Projecting Sign - One projecting sign may be erected provided that the display area shall not exceed 24 square feet and the thickness between sign faces shall not exceed one and one-half feet. No portion of a projecting sign shall project more than six feet from the face of a wall or above the wall of any BUILDING. A sign which projects over a sidewalk may not contain more than six square feet of display surface. A business in the Industrial districts may erect one projecting sign at each exterior doorway provided that the display area of the sign shall not exceed six square feet and the sign sign conforms to all other provisions herein.

7.6.2 Secondary Signs - If a business has a direct entrance into the business in a wall other than the front wall, there may be a secondary sign affixed to such wall, and if the business has a wall, other than the front wall, that faces upon a STREET or parking area, there may be a secondary sign affixed to such wall whether of not such wall contains an entrance to the business; provided, however, that no business shall have more than two secondary signs in any event. The display surface of any secondary sign shall not exceed six square feet.

7.6.3 Directory Signs - One exterior directory sign listing the name and location of the occupants of the premises may be erected on the exterior wall of a BUILDING at each entrance or other appropriate location provided the display area shall not exceed one square foot for each occupant identified on the directory sign.

7.6.4 Directional Signs - Directional signs may be erected near a STREET, driveway or parking area if necessary for the safety and direction of vehicular or pedestrian traffic. The display area of each directional sign shall not exceed two square feet and no directional sign shall be located more than six feet above the ground level if mounted on a wall of a BUILDING or more than three and one-half feet above the ground if free-standing. Directional signs shall not advertise, identify or promote any product, person, premises or activity but may identify the STREET name/number and provide traffic directions.

Section 7 Signs and Advertising Devices (Cont.)

7.6.5 Freestanding Business Sign - One freestanding business sign which identifies only the name of a business center or a business may be erected on a lot provided that no other signs are permitted under this bylaw other than directory or directional signs shall be on the same lot. The display area of a freestanding business sign shall not exceed 24 square feet and the height shall not exceed 12 feet. Freestanding business signs shall not be permitted in the Village Center Business District.

7.6.6 Freestanding Signs by Special Permit from the Board of Selectmen - The Board of Selectmen may authorize by special permit the following freestanding signs in the General Business, Light Industrial or General Industrial Districts:

7.6.6.1 Freestanding Business Center Identifier Sign - One freestanding business center identifier sign identifying only the name of a business center or business may be authorized on the same lot as other signs permitted under sections 7.6.1 or 7.6.2 provided the Board of Selectmen finds that the sign will substantially enhance the safety of the motoring public. The display area of a freestanding business center identifier sign shall not exceed 40 square feet and the height shall not exceed 15 feet.

7.6.6.2 Freestanding Business Sign - One freestanding business sign may be authorized on a lot provided that no other signs are permitted under this bylaw other than directory or directional signs shall be on the same lot. The Board of Selectmen shall not grant a special permit for a freestanding business sign unless it finds that unusual circumstances, such as landscaping, land contours, BUILDING setback, BUILDING design or historic nature, preclude effective use of otherwise permitted signs. The display area of a freestanding business sign shall not exceed 40 square feet and the height shall not exceed 15 feet.

Section 8 Nonconforming Lots, Uses, Structures and Parking

SECTION 8

NONCONFORMING LOTS, USES, STRUCTURES AND PARKING

8.1 Nonconforming Lots - Any lot which complied with the minimum area, FRONTAGE, and LOT width requirements, if any, in effect at the time the boundaries of the lot were defined by recorded deed or plan, may be built upon or used for single FAMILY residential USE, notwithstanding the adoption of new or increased LOT area, FRONTAGE or LOT width requirements, provided that:

8.1.1 At the time of the adoption of such new or increased requirements or while building on such LOT was otherwise permitted, whichever occurs later, such LOT was held, and has continued to be held, in ownership separate from that of adjoining land; and

8.1.2 The LOT had at least 5,000 square feet of area and 50 feet of FRONTAGE at the time the boundaries of the LOT were defined; and

8.1.3 Any proposed STRUCTURE is situated on the LOT so as to conform with the minimum yard requirements, if any, in effect at the time the boundaries of such LOT were defined. In the case where no minimum yard requirements were in effect at the time the boundaries of such LOT were defined, the minimum front yard shall be 20 feet and the minimum side and rear yards shall be 10 feet.

8.2 Nonconforming USES

8.2.1 Continuation of Existing USE - The requirements of Section 6 of "The Zoning Act", Chapter 40A of the General Laws, as amended, shall apply.

8.2.2 Changing a Nonconforming USE - A nonconforming USE may be changed to another nonconforming USE by special permit from the Board of Appeals provided the Board of Appeals finds that the proposed USE is more or equally in harmony with the character of the neighborhood and the applicable requirements of the zoning district than the existing USE.

8.2.3 Extending a Nonconforming USE - A nonconforming USE may be extended in area by special permit from the Board of Appeals.

8.2.4 Abandonment - A nonconforming USE which is abandoned shall not be resumed. A nonconforming USE shall be considered abandoned:

8.2.4.1 when a nonconforming USE has been replaced by a conforming USE; or

8.2.4.2 when a nonconforming USE is discontinued for a period of two years or more; or

8.2.4.3 when a nonconforming USE has been changed to another nonconforming USE by special permit from the Board of Appeals.

Section 8 Nonconforming LOTS, USES STRUCTURES and Parking (Cont.)

Section 9 Planned Conservation Residential Community District

8.3 Nonconforming STRUCTURES

SECTION 9

PLANNED CONSERVATION RESIDENTIAL COMMUNITY DISTRICT

8.3.1 Continuation of Existing STRUCTURE - The requirements of Section 6 of "The Zoning Act", Chapter 40A of the General Laws shall apply.

8.3.2 Changing a Nonconforming STRUCTURE - A nonconforming STRUCTURE may be altered, reconstructed, extended or structurally changed provided that such alteration, reconstruction, extension or structural change conforms to all the dimensional requirements of this bylaw.

8.3.3 Restoration - If a nonconforming STRUCTURE is damaged by fire, flood or similar disaster to an extent greater than 50% of its fair market value before it was damaged, it shall not be rebuilt or reconstructed without a special permit from the Board of Appeals. No such special permit shall be granted unless the Board of Appeals finds that 1) such rebuilding or reconstruction will not be detrimental to the neighborhood, and 2) to the extent possible the STRUCTURE will be rebuilt or reconstructed in conformity with the dimensional requirements of this bylaw.

8.4 Nonconforming Parking - This bylaw shall not be deemed to prohibit the continued USE of any land or STRUCTURE that is nonconforming with respect to parking requirements.

9.1 Purpose - The purpose of the Planned Conservation Residential Community District is to allow residential development which encourages: 1) the preservation of significant land and water resources and natural areas in the town; 2) the preservation of significant historic or archeological resources and areas; 3) the maintenance of the town's single FAMILY residential character, while encouraging a greater mixture of housing types, more energy efficient and cost effective residential development; and 4) the development of land in harmony with its natural features, the existing and probable future USE of adjacent land, and the general intent of the Zoning Bylaw.

9.2 Special Permit Granting Authority - The Planning Board shall be the Special Permit Granting Authority for the purposes of this section.

9.3 Permitted USES and Dimensional Regulations in the Absence of a Special Permit for a Planned Conservation Residential Community - Except for where a special permit has been granted by the Planning Board for a Planned Conservation Residential Community as provided in this section, USES permitted in the Planned Conservation Residential Community District shall be the same as those permitted in the R-8 Residential District and the dimensional and other development requirements in the Planned Conservation Residential Community District shall be the same as those prescribed for the R-8 Residential District.

9.4 Planned Conservation Residential Community Standards:

9.4.1 LDT Area, FRONTAGE, Width and Yard Requirements - There shall be no minimum LDT area, FRONTAGE, LOT width or yard requirements within a Planned Conservation Residential Community; provided, however, the Planning Board may impose appropriate conditions on the location of BUILDINGS and STRUCTURES. No residential BUILDING shall be located within 30 feet of a public way, private way, or common drive, or within 30 feet of the boundary line of the Planned Conservation Residential Community, and the distance between residential BUILDINGS within the Planned Conservation Residential Community shall be 30 feet or more.

9.4.2 Number of DWELLING UNITS - Where the Planned Conservation Residential Community is in compliance with section 9.4.6, the maximum number of DWELLING UNITS permitted shall be the number obtained by dividing the total area of the Planned Conservation Residential Community tract including the OPEN SPACE by one acre.

9.4.3 BUILDING Requirements - There shall be no more than four DWELLING UNITS, plus one garage space per DWELLING UNIT, in any residential BUILDING, and no more than four enclosed parking

Section 9 Planned Conservation Residential Community District (Cont.)

spaces in a detached garage. The overall length of any residential BUILDING, including attached garage spaces, shall not exceed 160 feet. The overall length of any detached garage shall not exceed 65 feet. Each DWELLING UNIT shall have two separate exterior entrances at ground level. No DWELLING UNIT shall be located over any other DWELLING UNIT.

9.4.4 STREETS and Utilities - Whether or not the Planned Conservation Residential Community is a subdivision, all STREETS whether public or private, sewage, drainage facilities and utilities shall be designed and constructed in compliance with the Town of Acton Subdivision Rules and Regulations, as amended. Special exception(s) to the Subdivision Rules and Regulations may be authorized by the Planning Board in granting a special permit hereunder provided the Board determines such exception(s) is in the public interest and are not inconsistent with the purposes of section 9.1.

9.4.5 Parking Requirements - A minimum of 2 parking spaces per DWELLING UNIT shall be provided.

9.4.6 Minimum OPEN SPACE - The minimum OPEN SPACE shall be not less than 60% of the total area of the Planned Conservation Residential Community. For purposes of this section, "OPEN SPACE" shall include all land devoted to conservation, recreation or park purposes but shall not include land devoted to roads, central sewage or drainage facilities, and land appurtenant to and devoted to the exclusive USE of individual residential units.

9.4.6.1 USE, Location and Area of OPEN SPACE - OPEN SPACE shall be used for conservation, recreation or park purposes, as shown on the Overall Land USE Plan; and shall be in one or more parcels, the size, shape and location of which shall be appropriate for its intended USE, as approved by the Town Meeting. The OPEN SPACE shall remain unbuilt, provided that a maximum of 5% of such land may be devoted to paved areas or STRUCTURES accessory to active or passive recreation, and provided further that the OPEN SPACE may be subject to easements for the construction, maintenance, and repair of utility and drainage facilities serving the Planned Conservation Residential Community or adjacent parcels.

9.4.6.2 Ownership of OPEN SPACE - The OPEN SPACE shall be conveyed in whole or in part to the Town of Acton, or to a nonprofit organization, the principal purpose of which is the conservation of OPEN SPACE, or to a corporation or trust owned or to be owned by the owners of the DWELLING UNITS within the Planned Conservation Residential Community development, for conservation, recreation or park purposes. If any portion of the OPEN SPACE is not conveyed to the Town of Acton, a restriction, approved by the Planning Board, shall be imposed on the USE of such land, enforceable by the Town

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Section 9 Planned Conservation Residential Community District (Cont.)

of Acton, providing in substance that the land be kept in its open or natural state and not built upon or developed except in accordance with provisions of section 9.4.6.1. The proposed ownership of all OPEN SPACE shall be shown on the Overall Land USE Plan, as approved by the Town Meeting. At the time of its conveyance, the OPEN SPACE shall be free of all encumbrances, mortgages or other claims, except as to easements, restrictions and encumbrances received or permitted by this bylaw.

9.4.6.3 Access to OPEN SPACE - Access from a way, suitable in the opinion of the Planning Board, shall be provided to every parcel of OPEN SPACE.

9.4.7 Subdivision of Land - No land for which a special permit for a Planned Conservation Residential Community has been granted shall be further subdivided, unless such special permit lapses or is rescinded.

9.5 Proposal For Rezoning - Any person who desires to have a tract of land rezoned to a Planned Conservation Residential Community District shall submit a written proposal to the Planning Board accompanied by the following plans:

9.5.1 An "Overall Land USE Plan" - (at a scale of not less than 1" = 200') for the entire Planned Conservation Residential Community, showing 1) the location, ownership, and USES of the proposed OPEN SPACE; the areas of single-FAMILY attached or detached residential USE; 2) the maximum number of residential UNITS proposed, and the maximum number of bedrooms (in the case of single FAMILY attached DWELLINGS, dens shall be counted as bedrooms for the purpose of this enumeration); 3) any amenity or recreation areas serving the residential USES; and 4) the general layout of all roads and access ways.

9.5.2 "Concept Plans" - for the proposed Planned Conservation Residential Community, (at a scale of not less than 1" = 100') showing 1) the intended location of each residential BUILDING, accessory STRUCTURE, and facility; 2) the intended location of all roads and access ways, and approximate finished grades; 3) the intended location of all recreational areas, proposed improvements and STRUCTURES on the OPEN SPACE and 4) methods for providing water and sewerage facilities.

9.5.3 "Typical Architectural Plans and Elevations" - (at a scale of not less than 1/8" = 1'0") including elevations of the proposed residential BUILDINGS and accessory STRUCTURES.

9.5.4 "Typical Landscaping Plans" - for the disturbed areas (at a scale of not less than 1" = 100') including typical planting plans for at least one group of three or more residential BUILDINGS and buffer areas.

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Section 9 Planneo Conservation Residential Community District (Cont.)

9.5.5 A "Zoning Plan" - in recordable form, sufficient to identify the parcel or parcels to be rezoned.

9.5.6 Said plans shall be incorporated by reference into any motion presented to the Town Meeting for its approval to rezone a parcel or parcels to the Planned Conservation Residential Community District. The ownership and minimum amount of OPEN SPACE, (whether public or private), the maximum number of DWELLING UNITS, and the maximum number of bedrooms/dens as shown on the above plans and which shall be incorporated by reference into said motion, shall not be changed in any way after the Town Meeting has acted favorably on said motion.

9.6 Planning Board Report to the Town Meeting - The Planning Board shall prepare a written report recommending approval or disapproval of the proposed rezoning to the Town Meeting. In making its determination whether to recommend approval or disapproval the Planning Board shall consider: 1) the plans required to be submitted under section 9.5; 2) such further information as it may reasonably request from the applicant; and 3) shall determine whether the proposed Planned Conservation Residential Community is consistent with the purposes of this section.

9.7 Special Permit By Planning Board - An application for a Planned Conservation Residential Community special permit shall cover the entire Planned Conservation Residential Community.

9.7.1 Any such application shall include each of the plans listed below (hereafter called the development plans). Said plan or plans shall be accompanied by all supporting materials.

9.7.1.1 The Overall Land Use Plan, Concept Plan(s), Typical Architectural Plans and Elevations and Typical Landscaping Plans, submitted to the Town Meeting.

9.7.1.2 If the Planned Conservation Residential Community requires approval under the Subdivision Control Law, the applicant shall submit a definitive plan no later than the date of its application for a Planned Conservation Residential Community special permit. To the extent permitted by law, the Planning Board shall consider the definitive subdivision plan and the application for a Planned Conservation Residential Community special permit at the same time.

9.7.1.3 If the Planned Conservation Residential Community does not require approval under the Subdivision Control Law, the applicant shall nevertheless submit a plan or plans in the form and containing the information required to be shown on a definitive subdivision plan by the Acton Subdivision Rules and Regulations, as amended, in effect at the time application for a special permit is made.

9.7.1.4 A plan of the tract showing topography, soil types, existing STREETS; and STRUCTURES within and contiguous to the tract;

Section 9 Planned Conservation Residential Community District (Cont.)

9.7.1.5 A plan or plans showing the proposed grading of the tract and the proposed locations, dimensions, materials and types of construction of STREETS, common drives, parking areas, walks, paved areas, utilities, emergency access ways, and the locations and outlines of all proposed BUILDINGS and STRUCTURES including, but not limited to DWELLINGS, garages, and any accessory STRUCTURES thereto;

9.7.1.6 A plan or plans showing the proposed USE of the OPEN SPACE (whether public or private), including all improvements intended to be constructed thereon;

9.7.1.7 Typical floor plans and architectural elevations (at a scale not less than 1/8" = 1'-0") of the proposed DWELLING UNITS and all other proposed BUILDINGS;

9.7.1.8 A plan or plans showing in a general way existing vegetation (at a scale of 1" = 40') and detailed landscaping and planting plans (at a scale of 1" = 40') for all areas to be disturbed and buffer areas;

9.7.1.9 A tabulation of proposed BUILDINGS by type, number of bedrooms, number of dens, and floor area, and a ground coverage summary showing the percentages of the tract to be occupied by BUILDINGS, parking, other paved vehicular areas, and the amount of OPEN SPACE;

9.7.1.10 If the development for which the applicant seeks a special permit is to be constructed in separate phases, the plan or plans required under section 9.7.1.5 shall clearly indicate the construction phases proposed; and

9.7.1.11 Copies of all instruments to be recorded with the Planned Conservation Residential Community special permit, including the proposed deed(s) for the OPEN SPACE, the articles of organization and bylaws of any corporation or trust to be organized to own the land and the language of all restrictions to be imposed on the land.

9.7.2 Decision of the Board - The Planning Board may grant a special permit hereunder if it finds the following:

9.7.2.1 That the development plans for the Planned Conservation Residential Community are consistent with the plans approved by the Town Meeting.

9.7.2.2 That the development plans comply with the requirements of section 9.7.1 and, where applicable, the construction and design standards of the Acton Subdivision Rules and Regulations.

Section 9 Planned Conservation Residential Community District (Cont.)

SECTION 10
ADMINISTRATION

9.7.2.3 That the Planned Conservation Residential Community, as shown on the development plans, is consistent with the purposes of this section.

9.7.3 Special Permit Conditions - As a condition of approval, the Planning Board may require such changes in the proposed development plans and may impose such conditions and safeguards as it deems necessary to secure the objectives of this bylaw, and to protect the health, safety and welfare of the inhabitants of the neighborhood and of the Town of Acton.

9.8 Change in Plans After Grant of Special Permit - No change in the location or USE of the OPEN SPACE shall be permitted. No change in any aspect of the approved plans shall be permitted unless approved in writing by the Planning Board. A new or amended special permit will be required if the Planning Board determines any proposed change to be substantial.

9.9 Building Permits - No building permit for any STRUCTURE shall be issued without the written approval of the Planning Board.

10.1 Board of Appeals - The Town of Acton Board of Appeals is hereby designated as the Board of Appeals required by "The Zoning Act" of the Commonwealth of Massachusetts Chapter 40A of The General Laws. The Board of Appeals shall act on all matters over which it has jurisdiction and in the manner prescribed by the following provisions:

10.1.1 To hear and decide appeals from any decisions of the Building Commissioner;

10.1.2 To hear and decide applications for special permits except as otherwise provided in this bylaw;

10.1.3 To hear and decide petitions for variances from this bylaw.

10.2 Building Permit - No building permit shall be issued by the Building Commissioner unless the construction, alteration or relocation for which the permit is sought complies with the provisions of this bylaw.

10.2.1 Application - Any application for a building permit shall be accompanied by: 1) a description of the existing and the proposed USE of land or STRUCTURES on the development site; 2) a plan drawn to scale and prepared by a Registered Professional Engineer or a Registered Land Surveyor, as appropriate to the data, showing the dimensions of the development site, the location and dimensions of all existing and proposed STRUCTURES and the dimensions of all setbacks; and 3) such further information as the Building Commissioner may require to ensure enforcement of this bylaw. The Building Commissioner may waive the requirements of the preceding sentence, if the Commissioner determines that the proposed work is of a minor nature.

10.3 Special Permit - Certain USES are designated in this bylaw as requiring a special permit. The Board of Appeals or the Board of Selectmen of the Planning Board are herein designated as Special Permit Granting Authorities. The Board of Appeals or the Board of Selectmen or the Planning Board where this bylaw specifically authorizes may grant special permits for such designated USES in accordance with the standards of this bylaw.

10.3.1 Rules and Regulations and Fees - The Special Permit Granting Authority shall adopt, and from time to time amend, Rules and Regulations, not inconsistent with the provisions of this bylaw or Chapter 40A of the General Laws or other applicable provision of the General Laws, and shall file a copy of said Rules and Regulations with the Town Clerk. Such Rules shall prescribe as a minimum the size, form, contents, style and

Section 10 Administration (Cont.)

number of copies of plans and specifications, the town boards or agencies from which the Special Permit Granting Authority shall request written reports and the procedure for submission and approval of such permits. The Special Permit Granting Authority may adopt, and from time to time amend, fees sufficient to cover reasonable costs incurred by the town in the review and administration of special permits.

10.3.2 Application - Any person who desires to obtain a special permit shall submit a written application therefor to the Special Permit Granting Authority. Each application shall be accompanied by the information required by the Special Permit Granting Authority.

10.3.3 Reports from Town Boards or Agencies - The Special Permit Granting Authority shall transmit forthwith a copy of the application and plan(s) to other boards, departments, or committees as it may deem necessary or appropriate for their written reports. Any such board or agency to which petitions are referred for review shall make such recommendation or submit such reports as they deem appropriate and shall send a copy thereof to the Special Permit Granting Authority and to the applicant. Failure of any such board or agency to make a recommendation or submit a report within 35 days of receipt of the petition shall be deemed a lack of opposition.

10.3.4 Public Hearing and Decision - The Special Permit Granting Authority shall hold a public hearing no later than 65 days after the filing of an application. The Special Permit Granting Authority shall have the power to continue a public hearing under this section if it finds that such continuance is necessary to allow the petitioner or applicant to provide information of an unusual nature and which is not otherwise required as part of the special permit application. The Special Permit Granting Authority shall issue a decision no later than 90 days following the close of the hearing. Failure by a Special Permit Granting Authority to take final action upon an application for a special permit said 90 days following the close of the public hearing shall be deemed to be a grant of the permit applied for.

10.3.5 Mandatory Findings by Special Permit Granting Authority - The Special Permit Granting Authority shall not issue a special permit unless without exception it shall find that the proposed USE:

- 10.3.5.1 Is in harmony with the purpose and intent of this bylaw.
- 10.3.5.2 Will not be detrimental or injurious to the neighborhood in which it is to take place.
- 10.3.5.3 Is appropriate for the site in question.

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Section 10 Administration (Cont.)

10.3.5.4 Complies with all applicable requirements of this bylaw.

10.3.6 Special Permit Conditions - The Special Permit Granting Authority may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the town including, but not limited to:

10.3.6.1 Dimensional requirements greater than the minimum required by this bylaw;

10.3.6.2 Screening of parking areas or other parts of the premises from adjoining premises or from the STREET by specified walls, fences, plantings or other devices;

10.3.6.3 Modification of the exterior features or appearances of the STRUCTURE(S);

10.3.6.4 Limitation of size, number of occupants, method and time of operation, and extent of facilities;

10.3.6.5 Regulation of number, design and location of access drives, drive-up windows and other traffic features;

10.3.6.6 Requirement of off-STREET parking and other special features;

10.3.6.7 Requirement for performance bonds or other security; and

10.3.6.8 Installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare or the environment resulting from smoke, odor, particulate matter, toxic matter, fire or explosive hazard, glare, noise, vibration or any other objectionable impact generated by any given USE of land.

10.3.7 Time Limitation on Special Permit - A special permit shall lapse if a substantial use thereof has not commenced except for good cause or, in the case of a permit for construction, if construction has not commenced except for good cause within a period of time to be specified by the special permit granting authority, not to exceed two years from the date of grant thereof.

10.3.8 Effective Date of Special Permit - No special permit or any modification, extension or renewal thereof shall take effect until a copy of the decision has been recorded in the Middlesex County South District Registry of Deeds. Such decision shall bear the certification of the Town Clerk that 20 days has elapsed after the decision has been filed in the office of the Town Clerk and no appeal has been filed, or that if such an appeal has been filed, it has been dismissed or denied.

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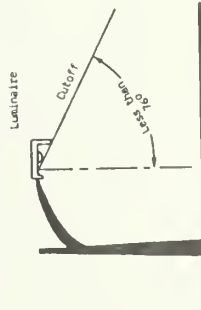
- 10.4 Site Plan Special Permit - The Board of Selectmen may grant a Site Plan Special Permit in accordance with the standards of this bylaw.
- 10.4.1 Applicability - A Site Plan Special Permit shall be required in all instances 1) for the initial development of land specified in section 3, Table of PRINCIPAL USES as requiring a Site Plan Special Permit and for all ACCESSORY USES thereto, or 2) where the GROSS FLOOR AREA of an existing BUILDING is increased 1200 square feet or more for USES designated as requiring a Site Plan Special Permit on the Table of PRINCIPAL USES, or 3) where a USE designated as requiring a Site Plan Special Permit on the Table of PRINCIPAL USES is expanded in ground area by 1200 square feet or more of either impervious material, open storage or any area of the site devoted to the conduct of the PRINCIPAL or ACCESSORY USE.
- 10.4.2 Rules and Regulations and Fees - The Board of Selectmen shall adopt, and from time to time amend, Rules and Regulations not inconsistent with the provisions of this bylaw or Chapter 40A or the General Laws or other applicable provision of the General Laws, and shall file a copy of said Rules and Regulations with the Town Clerk. Such Rules shall prescribe as a minimum the size, form, contents, style and number of copies of plans and specifications, the town boards or agencies from which the Board of Selectmen shall request written reports, and the procedure for submission and approval of a Site Plan Special Permit.
- 10.4.3 Application - Any person who desires to obtain a Site Plan Special Permit shall submit a written application therefor to the Board of Selectmen. Each such application shall be accompanied by the following:
- 10.4.3.1 A written statement detailing the proposed USE, the extent of the BUILDING coverage and OPEN SPACE, drainage calculations and calculations of the volume of earth to be removed, if any.
- 10.4.3.2 Site Plan(s) prepared by a Registered Professional Engineer or Registered Land Surveyor, as appropriate to the data, showing all LOT lines and setbacks, zoning district boundaries including Flood Plain; all wetlands and wetland buffer zones; all areas designated as OPEN SPACE; all existing and proposed topography at two foot intervals, BUILDINGS, STRUCTURES, signs, parking and loading spaces; the limits of all paving and open storage areas and all facilities for sewage, waste disposal and drainage. The Site Plan shall include that portion of any adjacent land owned or used by the applicant on which the USE is similar to or connected with the USE for which the Site Plan Special Permit is sought.
- 10.4.3.3 A Landscape Plan(s) shall be prepared by a Registered Landscape Architect in all cases where the plan(s) specifies a proposed facility of 10,000 square feet or more of GROSS FLOOR AREA, or a facility requiring 40 or more parking spaces. In any case, a Landscape Plan(s) shall show the limits of work, the existing tree line and all proposed landscape features and improvements including walks, planting areas with size and type of stock for each shrub or tree; walls, fences, outdoor lighting, and existing and proposed contours of the land at two foot intervals.
- 10.4.3.4 A BUILDING Elevation Plan(s) shall be prepared by a Registered Architect or Registered Professional Engineer in all cases where the plan specifies a facility of 10,000 square feet or more of GROSS FLOOR AREA. In any case, a BUILDING Elevation Plan(s) shall show the front elevation of the BUILDING and its height; and floor plan(s) for the BUILDING(s) showing the layout of each floor with a tabular summary of the net floor area used to calculate the required parking and the proposed USES to be conducted on each floor.
- 10.4.3.5 Such other information as the Board may reasonably require including special studies or reports, such as traffic or hydrological impact studies.
- 10.4.4 Reports from Town Boards or Agencies - The Board of Selectmen shall transmit forthwith a copy of the application and plan(s) to other boards, departments, or committees as it may deem necessary or appropriate for their written reports. Any such board or agency to which petitions are referred shall make such recommendation or submit such reports as they deem appropriate and shall send a copy thereof to the Board of Selectmen and to the applicant. Failure of any such board or agency to make a recommendation or submit a report within 35 days of receipt of the petition shall be deemed a lack of opposition.
- 10.4.5 Public Hearing and Decision - The Board of Selectmen shall hold a public hearing no later than 65 days after the filing of an application. The Board of Selectmen shall have the power to continue a public hearing under this section if it finds that such continuance is necessary to allow the petitioner or applicant to provide information of an unusual nature and which is not otherwise required as part of the special permit application. The Board of Selectmen shall issue a decision no later than 90 days following the close of the hearing. Failure by the Board of Selectmen to take final action upon an application for a special permit said 90 days following the close of the public hearing shall be deemed to be a grant of the permit applied for.

10.4.6 Site Design Standards for Site Plan Special Permits - The purpose of the following site design standards is to ensure that adequate consideration will be given to the natural resources and characteristics of a site, to its topographic, hydrologic and geologic conditions, to public convenience and safety and to the suitability of a proposed USE on a site. Before the granting of any Site Plan Special Permit, the Board of Selectmen shall assure that each site plan submitted for its review shall comply in full with the following site design standards:

10.4.6.1 Stormwater Runoff - No stormwater runoff in excess of rates existing prior to new construction shall be allowed (based on a 10-year design storm) and no stormwater runoff in excess of rates existing prior to new construction shall be discharged onto a public way or into a public drainage system unless there is, in the opinion of the Board of Selectmen, sufficient capacity to handle the additional runoff.

10.4.6.2 Outdoor Lighting - In the area of new construction, outdoor lighting, including lighting on the exterior of a BUILDING or lighting in parking areas, shall be arranged to minimize glare and light spilling over to neighboring properties. Except for low-level intensity pedestrian lighting with a height of less than eight feet, all outdoor lighting shall be designed and located so that 1) the luminaire has an angle of cutoff less than 76 degrees, 2) a line drawn from the height of the luminaire along the angle of cutoff intersects the ground at a point within the development site and (3) the bare light bulb, lamp or light source is completely shielded from direct view at any point five feet above the ground on neighboring properties or STREETS.

Cutoff Luminaire



10.4.6.3 Common Driveway in the Business or Industrial Districts - A common driveway may serve two or more LOTS used for business or industrial USE and located in the Business or Industrial Districts provided that the common driveway is

no wider than 24 feet at any point where it crosses required OPEN SPACE or any parking setback area required under section 6.8.2. The Board of Selectmen shall ensure that the common driveway shall not be located or designed to derogate from the intent of the bylaw to provide suitable OPEN SPACE on each site.

10.4.6.4 OPEN SPACE Landscaping Standards - Any landscaping on OPEN SPACE shall be designed to enhance the visual impact of the USE upon the LOT and adjacent property. Where appropriate, existing vegetation may be retained and used to satisfy the landscaping requirements. OPEN SPACE areas shall be kept free of encroachment by all BUILDINGS, STRUCTURES, storage areas or parking. OPEN SPACE landscaping shall be maintained as open planted areas and used to (1) ensure buffers between properties, (2) provide landscaped areas between BUILDINGS, (3) minimize the visual effect of the bulk and height of BUILDINGS, STRUCTURES, parking areas, lights or signs and (4) minimize the impact of the USE of the property on land and water resources.

a) In the General Business District where a business or industrial USE abuts a residential district, a landscape buffer up to a maximum of 20 feet in depth designed to mitigate the impact of the business or industrial USE on abutting residential districts may be required by the Board of Selectmen.

b) In the industrial districts where a business or industrial USE abuts a residential district, a landscape buffer up to a maximum of 30 feet in depth designed to mitigate the impact of the business or industrial USE on abutting residential districts may be required by the Board of Selectmen.

c) All parking lots and loading facilities shall be suitably landscaped to minimize their visual impact on the LOT and upon adjacent property by the use of existing vegetation where appropriate and by the use of new trees, shrubs, walls, fences or other landscape elements. Any parking lot with more than 40 parking spaces shall include a landscaped area or areas which, in the opinion of the Board of Selectmen, is located and designed to enhance the visual appearance, ensure traffic safety, and to minimize the adverse effects of the parking or loading facility on the natural environment. Such landscape areas shall not be less in area than five percent of the total area of the parking lot and shall be in addition to any minimum OPEN SPACE required under section 5. Landscaped area(s) shall be provided with a mini

Section 10 Administration (Cont.)

imum width of at least 10 feet, curbing, and shade trees of at least 12 feet in height, or such other landscape features as may be required by the Board of Selectmen.

- 10.4.7 Reserve Parking Spaces - Under a Site Plan Special Permit, the Board of Selectmen may authorize a decrease in the number of parking spaces and shall have the authority to require an increase in the number of parking spaces required under section 6, in accordance with the following:

10.4.7.1 The Board of Selectmen may authorize a decrease in the number of parking spaces required under section 6 provided that:

- a) The decrease in the number of parking spaces is no more than 30% of the total number of spaces required under section 6. The waived parking spaces shall be set aside and shall not be intended for immediate construction. Such spaces shall be labelled as "Reserve Parking" on the site plan.
- b) Any such decrease in the number of required parking spaces shall be based upon documentation of the special nature of a USE or BUILDING.
- c) The parking facility in question has made optimum use of the small car parking provision as prescribed in section 6.7, if applicable.
- d) The parking spaces labelled "Reserve Parking" on the site plan shall be properly designed as an integral part of the overall parking layout, located on land suitable for parking development and in no case located within area counted as buffer, parking setback or OPEN SPACE.
- e) The decrease in the number of required spaces will not create undue congestion or traffic hazards and that such relief may be granted without substantial detriment to the neighborhood and without derogating from the intent and purpose of this bylaw.
- f) Such relief may be granted without substantial detriment to the neighborhood and without derogating from the intent and purpose of this bylaw.

10.4.7.2 If, at any time after the Certificate of Occupancy is issued for the BUILDING or USE, the Building Commissioner determines that additional parking spaces are needed, the Commissioner shall notify the Board of Selectmen, in writing, of such finding and the Board of Selectmen may require that all or any portion of the spaces shown on the approved site plan as "Reserve Parking" be constructed.

10-8

Section 10 Administration (Cont.)

10.4.7.3 The Board of Selectmen may require provisions for an increase in the number of parking spaces required under section 6 provided that:

- a) The increase in the number of parking spaces is no more than 20% of the total number of spaces required under section 6 for the USE in question.
- b) Any such increase in the number of required parking spaces shall be based upon the special nature of a USE or BUILDING.
- c) The increased number of parking spaces shall be labelled "Increased Reserve Parking" on the site plan and shall be properly designed as an integral part of the overall parking layout, located on land suitable for parking development and in no case located within area counted as buffer or parking setback. The applicant shall not be required to construct any of the parking spaces labelled as "Increased Reserve Parking" for at least one year following the issuance of a Certificate of Occupancy. Where the "Increased Reserve Parking" area is required and the applicant has otherwise provided the number of parking spaces required under section 6, the area of land reserved for the increased number of parking spaces may be deducted from the minimum OPEN SPACE required under section 5.

10.4.7.4 If after one year after the issuance of a Certificate of Occupancy the Building Commissioner finds that all or any of the "Increased Reserve Spaces" are needed, the Commissioner shall notify the Board of Selectmen, in writing, of such finding and the Board of Selectmen may require that all or any portion of the spaces identified as "Increased Reserve Spaces" on the site plan be constructed within a reasonable time period as specified by the Board of Selectmen.

10.4.8 Action by the Board of Selectmen - The Board of Selectmen, in considering a site plan, shall ensure a USE of the site consistent with the USES permitted in the district in which the site is located and shall give due consideration to the reports received under section 10.4.4. Prior to the granting of any special permit, the Board of Selectmen shall find that, to the degree reasonable, the site plan:

10.4.8.1 Protects the neighborhood and the town against seriously detrimental or offensive USES on the site and against adverse effects on the natural environment.

10.4.8.2 Provides for convenient and safe vehicular and pedestrian movement and that the locations of driveway openings are

10-9

- 10.4.11 Effective Date of Special Permit - No special permit or any modification, extension or renewal thereof shall take effect until a copy of the decision has been recorded in the Middlesex County District Registry of Deeds. Such decision shall bear the certification of the Town Clerk that 20 days has elapsed after the decision has been filed in the office of the Town Clerk and no appeal has been filed, or that if such an appeal has been filed, it has been dismissed or denied.
- 10.5 Variance - A variance from the specific requirements of this bylaw, including a variance authorizing a USE not otherwise permitted in a particular zoning district, except USES prohibited in section 3.7, may be authorized by the Board of Appeals.
- 10.5.1 Rules and Regulations and Fees - The Board of Appeals shall adopt, and from time to time amend, Rules and Regulations, not inconsistent with the provisions of this bylaw or Chapter 40A of the General Laws or other applicable provision of the General Laws, and shall file a copy of said Rules and Regulations with the Town Clerk. Such Rules shall prescribe as a minimum the size, form, contents, style and number of copies of plans and specifications, the town boards or agencies from which the Board of Appeals shall request written reports and the procedure for submission and approval of such permits. The Board of Appeals may adopt, and from time to time amend, fees sufficient to cover reasonable costs incurred by the town in the review and administration of variances.
- 10.5.2 Application - Any person who desires to obtain a variance from the requirements of this bylaw shall submit a written application to the Board of Appeals on a form prescribed by the Board of Appeals.
- 10.5.3 Reports from Town Boards or Agencies - The Board of Appeals shall transmit forthwith a copy of the application and plan(s) to other boards, departments, or committees as it may deem necessary or appropriate for their written reports.
- 10.5.4 Public Hearing and Decision - The Board of Appeals shall hold a public hearing no later than 65 days after the filing of an application. The Board of Appeals shall have the power to continue a public hearing under this section if it finds that such continuance is necessary to allow the petitioner or applicant to provide information of an unusual nature and which is not otherwise required as part of the variance application. The Board of Appeals shall issue a decision on such variance no later than 75 days following the filing of the variance petition with the Board of Appeals.
- 10.5.5 Mandatory Findings - Before the grant of any variance from the requirements of this bylaw, the Board of Appeals must specifically find that: 1) owing to circumstances relating to the

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- convenient and safe in relation to vehicular and pedestrian traffic circulation, including emergency vehicles, on or adjoining the site;
- 10.4.8.3 Provides an adequate arrangement of parking and loading spaces in relation to the proposed USES of the premises;
- 10.4.8.4 Provides adequate methods of disposal of refuse or other wastes resulting from the USES permitted on the site;
- 10.4.8.5 Complies with all applicable requirements of this bylaw.
- 10.4.9 Special Permit Conditions - The Board of Selectmen may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the town including, but not limited to:
- 10.4.9.1 Dimensional requirements greater than the minimum required by this bylaw;
- 10.4.9.2 Screening of parking areas or other parts of the premises from adjoining premises or from the STREET by specified walls, fences, plantings or other devices;
- 10.4.9.3 Modification of the exterior features or appearances of the STRUCTURE(S);
- 10.4.9.4 Limitation of size, number of occupants, method and time of operation, and extent of facilities;
- 10.4.9.5 Regulation of number, design and location of access drives, drive-up windows and other traffic features;
- 10.4.9.6 Requirement of off-STREET parking and other special features;
- 10.4.9.7 Requirement for performance bonds or other security; and
- 10.4.9.8 Installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare or the environment resulting from smoke, odor, particulate matter, toxic matter, fire or explosive hazard, glare, noise, vibration or any other objectionable impact generated by any given USE of land.
- 10.4.10 Time Limitation on Site Plan Special Permit - A Site Plan Special Permit shall lapse if a substantial use thereof has not commenced except for good cause or, in the case of a permit for construction, if construction has not commenced except for good cause within a period of time to be specified by the Board of Selectmen, not to exceed two years from the date of grant thereof.

10-10

Section 10 Administration (Cont.)

soil conditions, shape or topography of land or STRUCTURES, and especially affecting such land or STRUCTURES but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of this bylaw would involve substantial hardship, financial or otherwise; and 2) that desirable relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of this bylaw.

10.5.6 Conditions and Safeguards - The Board of Appeals may impose such conditions, safeguards and limitations as it deems appropriate upon the grant of any variance.

10.5.7 Time Limitation on Variance - Any rights authorized by a variance which are not exercised within one year from the date of grant of such variance shall lapse and may be reestablished only after notice and a new hearing pursuant to this section.

10.5.8 Effective Date of a Variance - No variance or any modification, extension or renewal thereof shall take effect until a copy of the decision has been recorded in the Middlesex County South District Registry of Deeds. Such decision shall bear the certification of the Town Clerk that 20 days has elapsed after the decision has been filed in the office of the Town Clerk and no appeal has been filed, or that if such an appeal has been filed, it has been dismissed or denied.

Section 11 Enforcement

SECTION 11
ENFORCEMENT

11.1 Enforcement - The Building Commissioner of the Town of Acton is hereby designated as the officer charged with the enforcement of this bylaw.

11.1.1 Enforcement Action - The Building Commissioner, upon a written complaint of any citizen of Acton, or owner of property within Acton or upon such Commissioner's own initiative, shall institute any appropriate action or proceedings in the name of the Town of Acton to prevent, correct, restrain or abate violation of this bylaw. In the case where the Building Commissioner is requested in writing to enforce this bylaw against any person allegedly in violation of same and the Building Commissioner declines to act, the Commissioner shall notify, in writing, the party requesting such enforcement of any action or refusal to act, and the reasons therefore, within 14 days of receipt of such request.

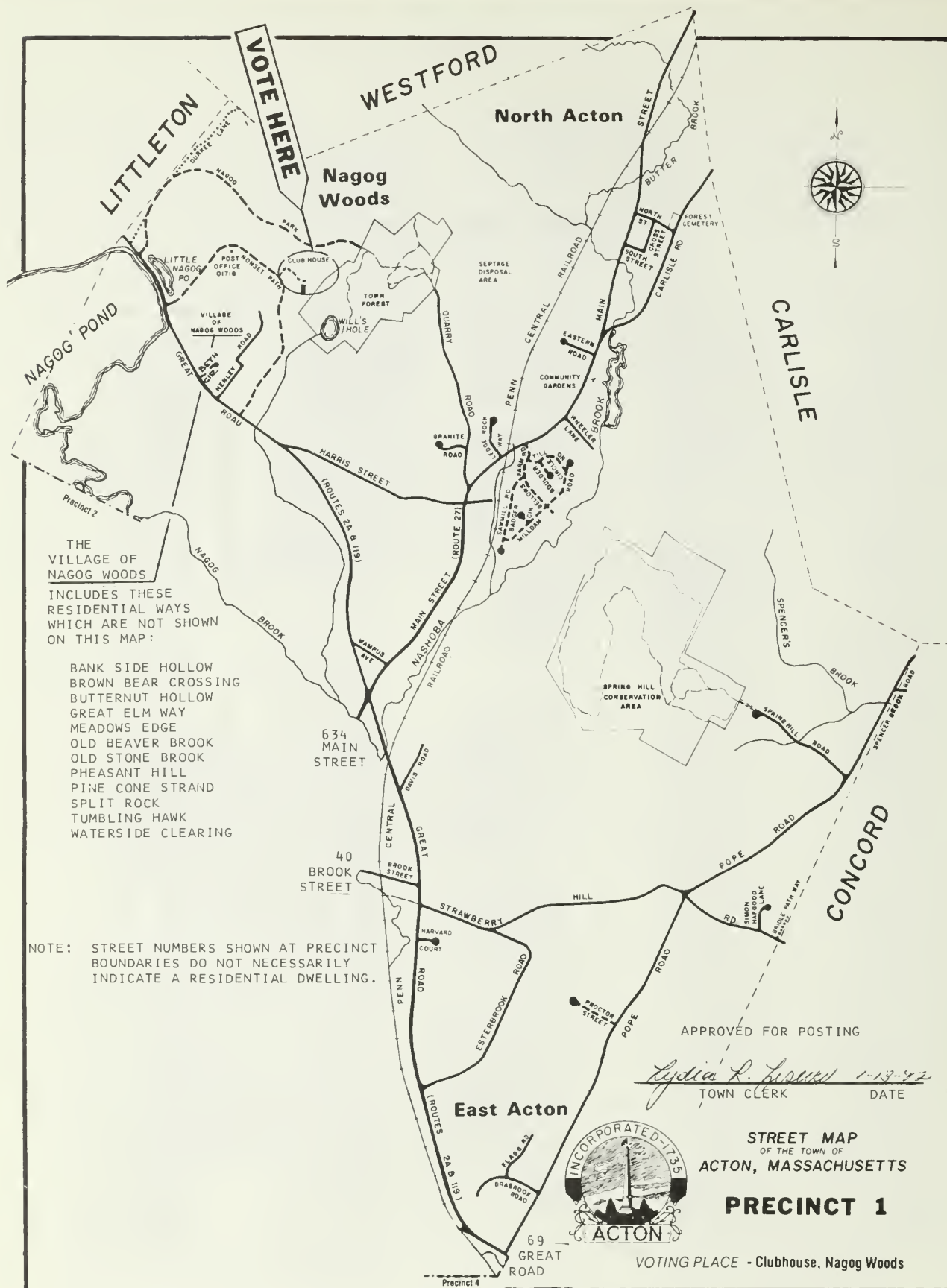
11.1.2 Fine - Violation of this bylaw shall be punishable by a fine of \$100.00 for each offense. Each day that such violation continues shall constitute a separate offense.

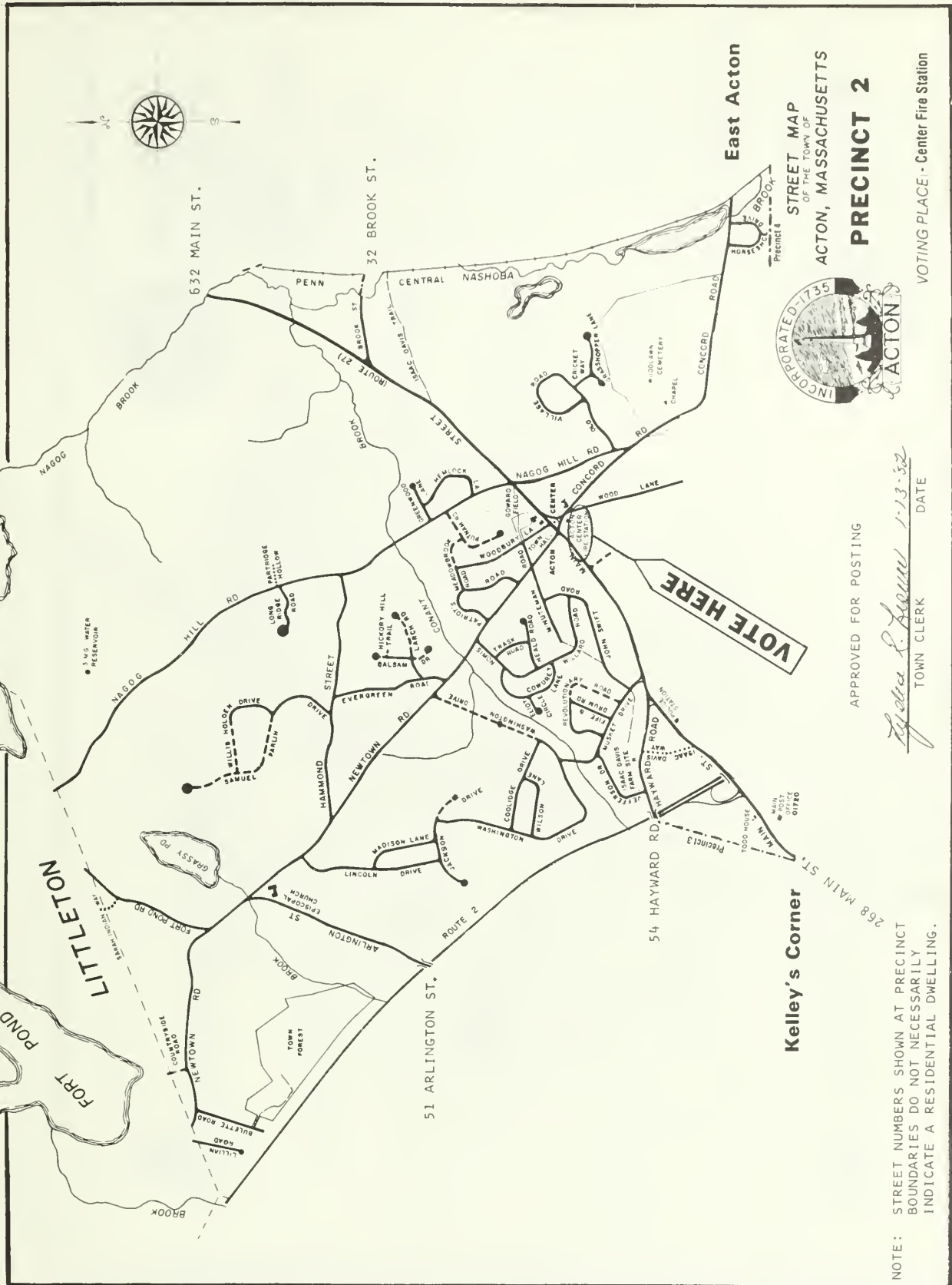
11.2 Other Laws or Regulations - This bylaw shall not be construed to authorize the USE of any land or STRUCTURE for any purpose that is prohibited by any other provision of the General Laws or by any other bylaw, rule or regulation of the town; nor shall compliance with any such provision authorize the USE of any land or STRUCTURE in any manner inconsistent with this bylaw, except as required by the General Laws.

11.3 Validity and Separability - The invalidity of one or more sections, subsections, sentences, clauses or provisions of this bylaw shall not invalidate or impair the bylaw as a whole or any other part thereof.

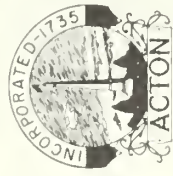
Street Index List

Street Name	Precinct	Street Name	Precinct	Street Name	Precinct	Street Name	Precinct	Street Name	Precinct
Acton Place	2	Cross Street	1	Homestead Street	5	Nagog Park	1	Sandy Drive	4
Adams Street	6	Davis Road	1	Horseshoe Drive	2	Nash Road	5	Sarah Indian Way	2
Agawam Road	3	Deacon Hunt Drive	3	Hosmer Street	4	Nashoba Road	3	School Street	4
Alcott Street	4	Doris Road	4	Houghton Lane	3	Newtown Road	2	School Street	6
Algonquin Road	3	Downey Road	5	Huckleberry Lane	4	Nonset Path	1	Seminole Road	3
Apple Valley Drive	5	Driftwood Road	4	Huron Road	3	North Street	1	Seneca Court	3
Arborwood Road	4	Drummer Road	6	Independence Road	6	Notre Dame Road	5	Seneca Road	3
Arlington Street	2	Duggan Road	5	Iris Court	4	Oakwood Road	4	Silver Hill Road	6
Arlington Street	3	Durkee Lane	1	Isaac Davis Way	2	Old Beaver Brook	1	Simon Hapgood Lane	1
Arlington Street	5	Durkee Road	3	Jackson Drive	2	Old Meadow Lane	6	Simon Willard Road	2
Ashwood Road	4	Eastern Road	1	Jefferson Drive	2	Old Colony Lane	4	Sioux Street	3
Azalea Court	4	Eliot Circle	2	John Swift Road	2	Old Stone Brook	1	Smart Road	5
Balsam Drive	2	Elm Court	3	Joseph Reed Lane	3	Old Village Road	2	South Street	1
Bank Side Hollow	1	Elm Street	3	Juniper Ridge Lane	5	Olde Barn Way	3	Spencer Road	3
Barker Road	4	Emerson Drive	4	Keefe Road	4	Olde Lantern Road	5	Spencer Brook Road	1
Baxter Road	3	Esterbrook Road	1	Kelley Road	4	Olde Surrey Drive	6	Split Rock	1
Bayberry Road	4	Ethan Afflen Drive	5	Kingman Road	5	Oneida Road	3	Spring Hill Road	1
Berry Lane	4	Evergreen Road	2	Kinsley Lane	3	Orchard Drive	3	Spruce Street	3
Beth Circle	1	Fairway Road	6	Kinsley Road	3	Partridge Hollow	2	Squirrel Hill Road	5
Betsy Ross Circle	5	Faulkner Hill Road	6	Knowlton Drive	3	Parker Street	6	St. James Circle	4
Beverly Road	4	Fernwood Road	2	Knox Trail	6	Partridge Pond Road	4	Stow Street	5
Billings Street	5	Fife & Drum Road	2	Larch Road	2	Patrick Henry Circle	5	Strawberry Hill Road	1
Birch Ridge Road	5	Flagg Road	1	Laurel Court	4	Patriots Road	2	Sudbury Road	6
Black Horse Drive	5	Fletcher Court	6	Laws Brook Road	4	Paul Revere Road	5	Summer Street	5
Brabrook Road	1	Flint Road	3	Ledge Rock Way	1	Pearl Street	5	Sutton Place	2
Bridges Drive	2	Flintlock Drive	5	Liberty Street	5	Phalen Street	4	Sylvia Street	6
Bridalpath Way	1	Forest Road	4	Lilac Court	4	Pheasant Hill	1	Taylor Road	4
Broadview Street	6	Port Pond Road	2	Lillian Road	2	Phlox Lane	4	Technology Drive	2
Bromfield Road	4	Poster Street	4	Lincoln Drive	2	Pine Cone Strand	1	Tenny Circle	6
Brook Street	1	Fox Hill Road	6	Littlefield Road	3	Pine Street	6	Thoreau Road	4
Brook Street	2	Francine Road	3	Longfellow Park	4	Pine Ridge Road	5	Ticonderoga Road	5
Brookside Circle	6	Fraser Drive	4	Long Ridge Road	2	Pinewood Road	4	Torrington Lane	3
Brown Bear Crossing	1	Freedom Farm Road	3	Lotthrop Road	3	Piper Lane	4	Town House Lane	4
Brucewood Road	4	Gerald Circle	6	Madison Lane	2	Piper Road	4	Townsend Road	5
Bulette Road	2	Gioconda Avenue	6	Magnolia Drive	4	Pond Ridge Drive	4	Trask Road	2
Butternut Hollow	1	Granite Road	1	Main Street	1	Pond View Drive	6	Tumbling Hawk	1
Candida Lane	4	Grasshopper Lane	2	Main Street	2	Pope Road	1	Tuttle Drive	3
Capt. Brown's Lane	3	Great Elm Way	1	Main Street	4	Powder Horn Lane	5	Valley Road	6
Capt. Forbush Lane	3	Great Road	1	Main Street	6	Powder Mill Road	6	Vanderbelt Road	6
Carlisle Road	1	Great Road	4	Main Street	5	Proctor Street	1	Wachusett Drive	3
Carlton Drive	6	Greenwood Lane	2	Mallard Road	3	Prospect Street	3	Wampanoag Drive	3
Carriage Drive	6	Grist Mill Road	5	Maple Street	5	Puritan Road	6	Wampus Avenue	1
Castle Drive	5	Guswood Road	4	Marian Road	5	Putter Drive	6	Washington Drive	2
Cedar Terrace	3	Hammond Street	2	Martin Street	5	Putnam Road	2	Waterside Clearing	1
Central Street	3	Harris Street	1	Massachusetts Avenue	3	Quaboag Road	3	Wayside Lane	3
Central Street	5	Harvard Court	6	Massachusetts Avenue	4	Quarry Road	1	West Road	3
Chadwick Street	6	Hatch Road	6	Massachusetts Avenue	5	Railroad Street	6	Wetherbee Street	4
Charter Road	3	Hawthorne Street	4	Mead Terrace	5	Redwood Road	2	Whellier Lane	1
Cherokee Road	3	Haynes Court	5	Meadow Brook Road	2	Revolutionary Road	4	Whittier Drive	4
Cherry Ridge Road	5	Hayward Road	3	Meadows Edge	1	River Street	6	Willis Holden Drive	2
Church Street	5	Hayward Road	2	Meeting House Road	6	Robbins Street	5	Willow Street	5
Clover Hill Road	6	Heald Road	2	Merriam Lane	6	Robert Road	6	Wilson Lane	2
Conant Street	6	Heather Hill Road	5	Minot Avenue	4	Robinwood Road	4	Windemere Drive	5
Concord Road	2	Hemlock Lane	2	Minuteman Road	2	Rose Court	4	Windsor Avenue	5
Coolidge Drive	2	Henley Road	1	Mohawk Drive	3	Russell Road	4	Winter Street	5
Coughlin Street	4	Hennessey Drive	4	Mohegan Road	3	Samuel Parlin Drive	2	Wood Lane	2
Country Club Road	6	Heritage Road	2	Musket Drive	2	Sandalwood Road	4	Woodbury Lane	2
Countryside Road	2	Hickory Hill Trail	6	Nadine Road	4	Sandas Trail	3	Woodchester Drive	5
Cowdrey Lane	2	High Street	5	Nagog Hill Road	2			Wright Terrace	5
Craig Road	4	Highland Road	5					Wyndcliff Drive	1
Crescent Street	2	Hillcrest Drive	6						
Crestwood Lane	5	Hillside Terrace	5						
Cricket Way	2								





STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS
PRECINCT 2

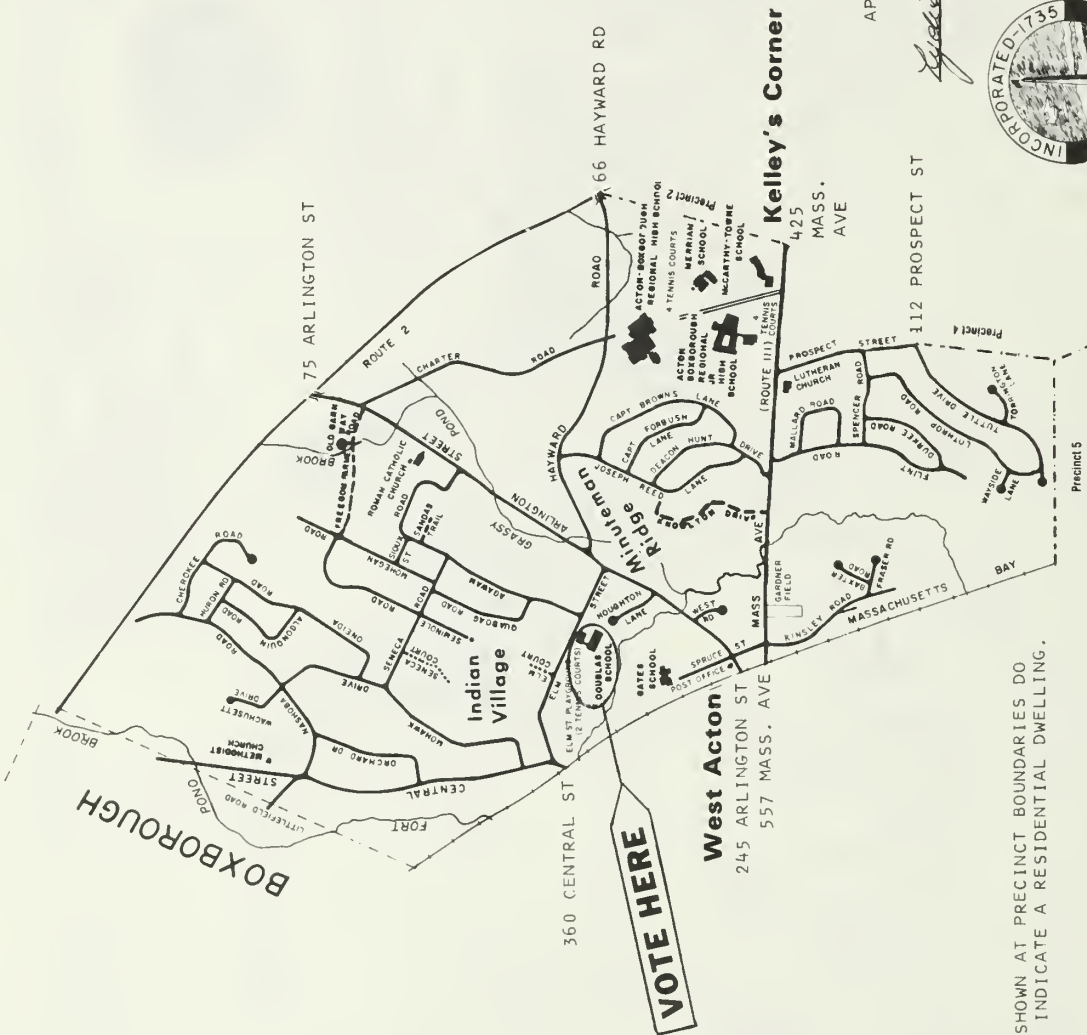


VOTING PLACE - Center Fire Station

APPROVED FOR POSTING

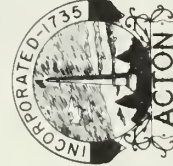
Robert P. Quinn 1-13-52
TOWN CLERK DATE

NOTE: STREET NUMBERS SHOWN AT PRECINCT
BOUNDARIES DO NOT NECESSARILY
INDICATE A RESIDENTIAL DWELLING.



APPROVED FOR POSTING

John L. Shaw
TOWN CLERK
DATE 1-17-82



STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS

PRECINCT 3

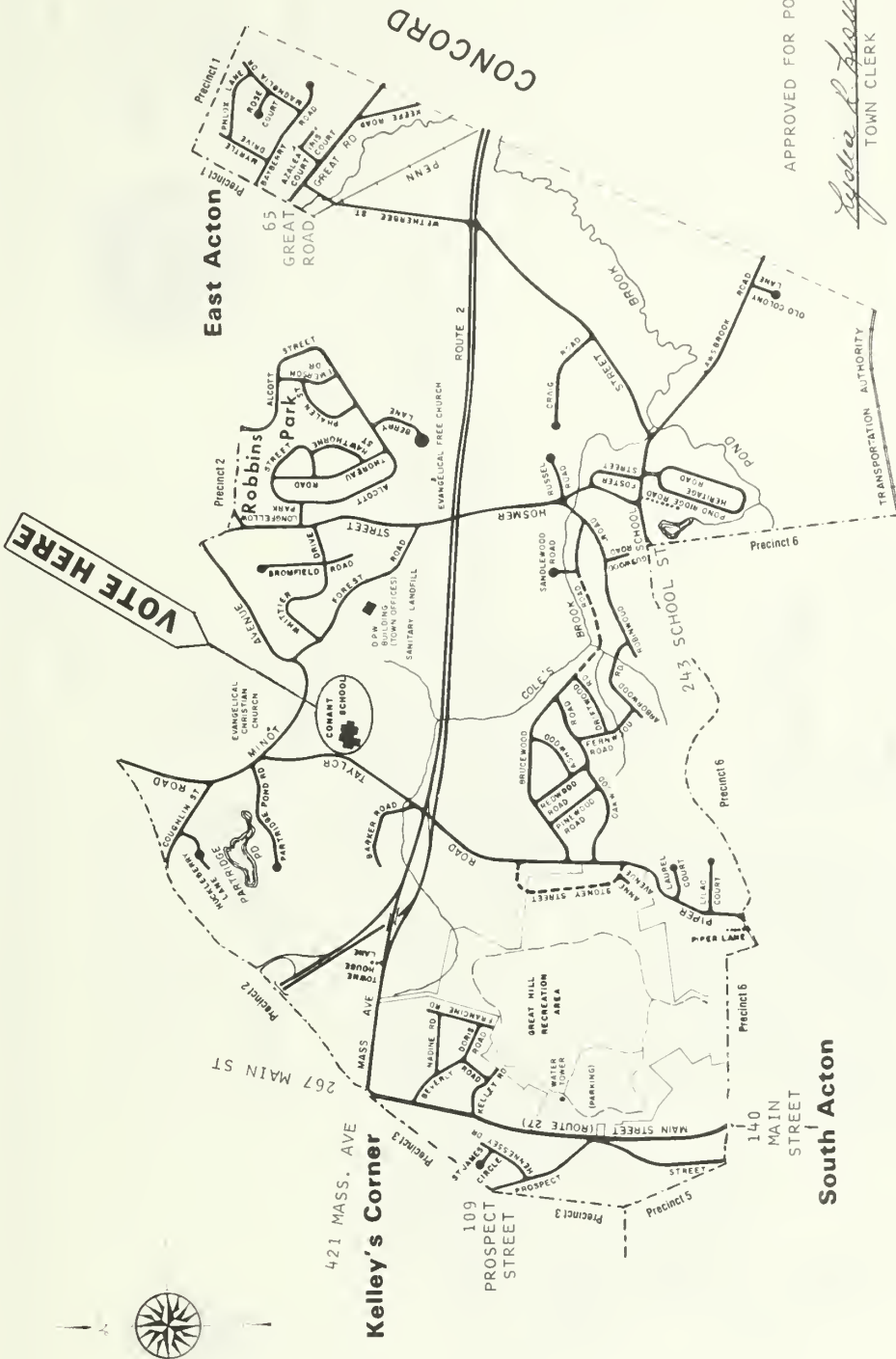
VOTING PLACE - Douglas School Elm Street

NOTE: STREET NUMBERS SHOWN AT PRECINCT BOUNDARIES DO NOT NECESSARILY INDICATE A RESIDENTIAL DWELLING.

VOTE HERE

West Acton
245 ARLINGTON ST
557 MASS. AVE

Kelley's Corner
425 MASS. AVE



APPROVED FOR POSTING

John P. Brown 1-13-82
TOWN CLERK DATE



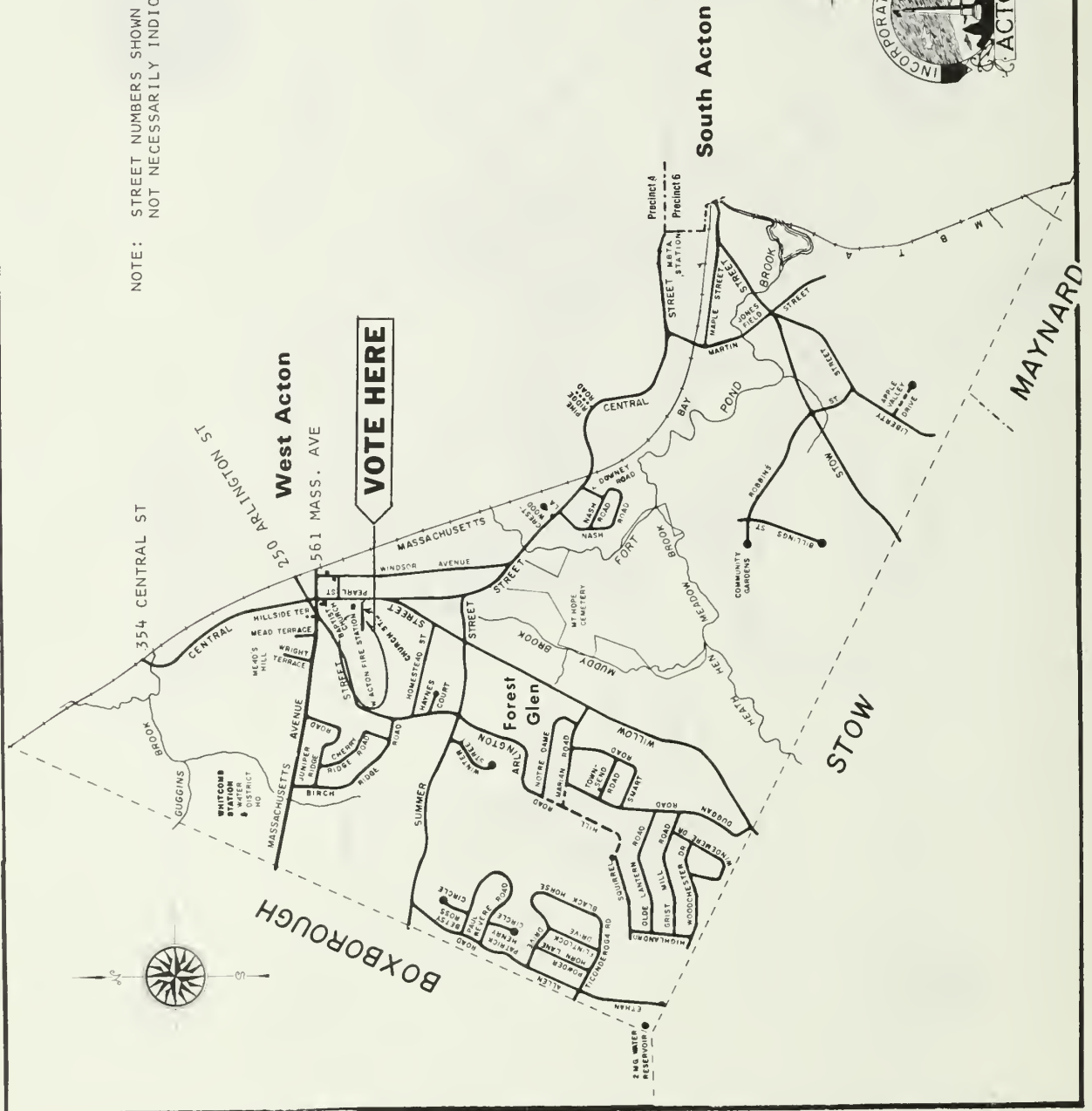
STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS

PRECINCT 4

VOTING PLACE

NOTE: STREET NUMBERS SHOWN AT PRECINCT BOUNDARIES DO NOT NECESSARILY INDICATE A RESIDENTIAL DWELLING.

NOTE: STREET NUMBERS SHOWN AT PRECINCT BOUNDARIES DO NOT NECESSARILY INDICATE A RESIDENTIAL DWELLING.



APPROVED FOR POSTING

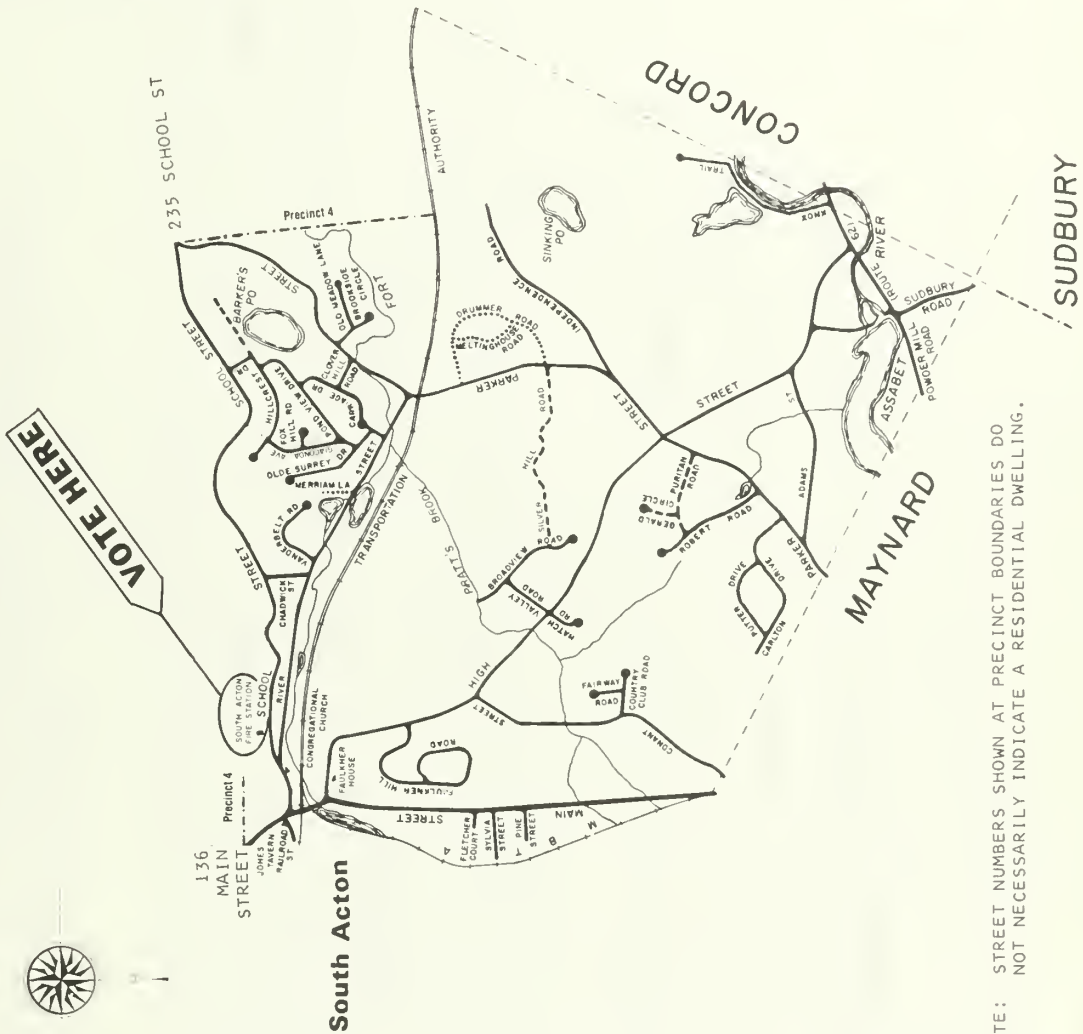
Robert P. Seaver 1-13-82
TOWN CLERK DATE



STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS

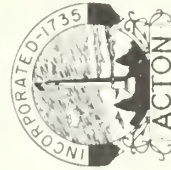
PRECINCT 5

VOTING PLACE - Fire Station - West Acton



APPROVED FOR POSTING

John D. Hall 1-13-82
TOWN CLERK DATE



STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS

PRECINCT 6

VOTING PLACE - Fire Station - South Acton

NOTE: STREET NUMBERS SHOWN AT PRECINCT BOUNDARIES DO
NOT NECESSARILY INDICATE A RESIDENTIAL DWELLING.

P l e a s e P r i n t

CITIZEN INFORMATION SHEET - TOWN OF ACTON

Residents interested in serving on a Town Board, Committee or Commission are requested to complete this sheet and forward it to the office of the Town Manager at the Acton Town Hall.

FOR OFFICE USE ONLY

Month/Year

Selectmen Interview Date _____

Appointment Date _____

Term Expires _____

Committee _____

Circle one
(Ms., Mrs., Dr., Mr.)

LAST NAME

FIRST

MIDDLE INITIAL

DATE

STREET ADDRESS

HOME TELEPHONE

BUSINESS TELEPHONE

Please refer to the reverse side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission which would be of interest to you:

1)

2)

3)

Were you a member of any Board, Committee or Commission before? _____ If yes, please indicate name _____

Do you have any specific time restrictions? _____

How long have been an Acton resident? _____ a Mass. resident? _____ Are you a U.S. Citizen? _____

PRESENT OCCUPATION AND EMPLOYER: (Optional - attach resume)

EDUCATION OR SPECIAL TRAINING:

Acton-Buxborough Arts Council
 Aging, Council on
 Appeals, Board of
 Archives Committee
 Assessors, Board of
 Auditing Monitoring Committee
 Cable TV Advisory Committee
 Cemetery Commissioners
 Conservation Commission/Town Forest
 Election Officers
 Finance Committee
 Hanscom Field Advisory Committee
 Health, Board of
 Historical Commission
 Investment Advisory Committee
 Metropolitan Area Planning Council

Middlesex County Advisory Board
 Minuteman Vocational Representative
 Permanent Building & Land Committee
 Personnel Board
 Planning Board
 Prison Advisory Committee
 Public Ceremonies & Celebration
 Recreation Commission
 Registrar of Voters
 Route 2A Committee
 South Acton Revitalization Committee
 Technical Advisory Committee - W. R. Grace
 Transportation Advisory Committee
 Volunteer Coordinating Committee
 Youth Commission
 Youth Commission, Associates

CIVIC EXPERIENCE:

SPECIAL INTERESTS, HOBBIES, TALENTS:

ADDITIONAL COMMENTS:

REFERENCE BOOK
 ACTON MEMORIAL LIBRARY
 ACTON, MASSACHUSETTS 01720

AT YOUR SERVICE

Emergency Numbers Police: 263-2911

Fire: 263-9191

Ambulance: 263-9191

Be sure to give your name and address as well as the nature of your emergency. Do not hang up until you are sure your message has been understood.

For Answers On:	Call The:	Telephone	Extension
Animal Inspection	Animal Inspector	263-4979	
Assessments	Board of Assessors	263-8200	1042
Bills & Accounts	Town Treasurer & Tax Collector		1062
Births, Deaths & Marriages	Town Clerk		1092
Building	Building Inspector		2012
Cemeteries	Cemetery Superintendent		1301
Civil Defense	Director	263-2973	
Conservation	Forest Road	263-8200	2062
Dog Licenses	Town Clerk		1092
Dog Problems	Dog Officer	897-4577	
Education Information	School Superintendent	264-4700	5008
Elections, Voting & Registration	Town Clerk	263-8200	1092
Elder Affairs	Council on Aging		1068
	Minuteman Home Care	263-8720	
	Public Health Nursing Service	263-8200	1202
Engineering	Town Engineer		2032
Fire (Routine & Permits)	Fire Department		1500
Garbage & Refuse	Board of Health		2022
Health & Sanitation	Board of Health		2022
Highways & Streets	Highway Department		2032
Home Nursing	Board of Health, Visiting Nurse		2012
Hunting & Fishing Licenses	Town Clerk		1092
Libraries	Acton Memorial Library	263-2232	
	Citizens' Library of West Acton	263-9222	
Licenses	Board of Health		2022
Mental Health	Eliot Community Mental Health Ctr.	369-1113	
Mosquito Control	Building & Grounds	263-8200	2051
Oil Burner Permits	Fire Chief		1500
Planning	Town Planner		2062
Plumbing Permits	Building Department	(nights) 486-3242	or 2012
Recreation	Forest Road		2072
Selectmen	Town Office		1003
Snow Removal	Highway Department		2032
Tax Collections	Treasurer & Collector		1042
Town Manager	Town Office		1003
Veterans' Services	Veterans' Agent		1500
Water Problems	Water District	263-9107	
Welfare Questions	Welfare Board	263-6610	
Wiring	Wire Inspector	263-5964	
Wiring Permits	Forest Road	263-8200	2012
Young Peoples' Affairs	Youth Commission	263-1787	
Zoning	Zoning Enforcement Office	263-8200	2012
Schools	Switchboard Calls-7 AM to 5 PM	264-4700	
	Acton-Boxborough Regional High		5923
	Acton-Boxborough Regional Jr. High		5823
	Community Education Office		5013
	Luther B. Conant		5623
	Carolyn T. Douglas		5423
	Paul P. Gates		5523
	Julia L. McCarthy-Marion L. Towne		5224
School Nurse	High School		5972
	Junior High School		5872
	Elementary Schools		5224
Night Calls	Central Office	263-9503	
	Community Education & High School	263-7738	
	Community Education & Jr. High School	263-2607	
	Luther B. Conant	263-9504	
	Carolyn T. Douglas	263-2753	
	Paul P. Gates	263-9162	
	Julia L. McCarthy-Marion L. Towne	263-4982	

OFFICE HOURS

Town Office	8:00-5:00	263-8200	Ex tensions 1004
Town Clerk			1091
Treasurer and Collector			1041
Assessors			1062
Board of Health	8:00-5:00		2022
School Superintendent	8:00-5:00 A-B Junior High School	264-4700	5008
Ass't. Superintendent			

Veteran's Agent Malcolm MacGregor West Acton Fire Station

Library Hours

Memorial	Mon. - Thurs. 9:00-9:00	
	Fri. - Sat. 9:00-5:00 (Closed Sat. in summer)	263-2232
	Sun. 2:00-5:00 in winter	
Citizen's	Mon. 7:00-9:00 P.M.	263-9222
	Tues. - Fri. 10:00-5:00 P.M.	

MEETINGS

Annual Town Election		1st Monday in April
Annual Town Meeting	Tuesday after Town election	A.B.R.H.S. Auditorium
Appeals Board	2nd Monday each month	Town Hall
Assessors	1st Wednesday each month 5:00 PM	Town Hall
Building Committee		As necessary
Conservation Commission	1st and 3rd Wednesday of month	Forest Road
Finance Committee	Tuesday, 7:30 PM	Faculty Dining Room HS
Board of Health	2nd and 4th Tuesday of month, 7:30 P.M.	Forest Road
Historical Commission	2nd Wednesday each month, 8:00 P.M.	Town Hall
Library Trustees, Memorial	3rd Monday each month, 8:00 PM	Library
Library Trustees, Citizens	3rd Thursday each month	Library
Planning Board	1st and 3rd Monday of month 8:00PM	Forest Road
Recreation Commission	2nd Wednesday, 7:30 PM	Forest Road
School Committee, Regional	2nd and 4th Thursday of month, 7:30 PM	Sr. High Music Room
School Committee, Local	1st and 3rd Thursday of month, 7:30 PM	Sr. High Music Room
Selectmen	Every Tuesday, 7:30 PM	Town Hall
Youth Commission	1st Monday each month, 7:00 PM	Jr. High Library